

TEMPORARY STRUCTURES APPLICATION

BASIC PROJECT INFORMATION (PRINT)

Project Name		
Structure Location / Address		
Duration of Structure(s)		
STRUCTURE TYPE		
<input type="checkbox"/> Platform	<input type="checkbox"/> Bleachers	<input type="checkbox"/> Modular Buildings
<input type="checkbox"/> Stage	<input type="checkbox"/> Grandstands	<input type="checkbox"/> Tents

PROPERTY OWNER / REPRESENTATIVE / CONTACT (PRINT)

I, the owner of this building and the undersigned, do hereby covenant and agree to comply with all the laws of the State of Ohio and the Ordinances of this jurisdiction, pertaining to the building and the buildings, and to construct the proposed building or structure or make the proposed change or alteration in accordance with the plans and specifications submitted herewith, and certify that the information and statements given on this application, drawings and specifications are to the best of their knowledge, true and correct.

Property Owner Name		
Signature		Date
Corporate / Company Name		Title
Address		
City, State, Zip Code		Email
Telephone		Fax

I, the Project Representative and Contact, acknowledge and make this application as, or on behalf of, the owner and further assert that I am the agent / representative to be contacted concerning matters relating to this application.

Contractor Name		
Signature		Date
Corporate / Company Name		Title
Address		
City, State, Zip Code		Email
Telephone		Fax

TEMPORARY EVENT STRUCTURES CHECKLIST

CHECK ALL THAT APPLY

TEMPORARY EVENT STRUCTURES CHECKLIST

TEMPORARY STRUCTURES PERMIT

- Temporary Structures Permit Application (SIGNED)

SITE PLAN TO SCALE LOCATING RELEVANT STRUCTURES

- Property Line
- Dimensions between structures and between structures and property lines
- Toilet Fixtures complying with OBC 2902.2 and OBC Chapter 11
- Generators located, sized and grounded

FOUNDATION PLAN TO AN APPROPRIATE SCALE

- Baseplate and cribbing details
- Lateral Stability (Main Wind Force resisting) system
- Guy Wire and ballasting requirements

TEMPORARY STRUCTURE PLAN TO AN APPROPRIATE SCALE

- Structure manufacturer's design assumptions and loading data
- Building Code Data
 - Structure manufacturer's design assumptions and loading data
 - Building Code Data
 - Applicable Code(s)
 - Construction Type
 - Occupancy
 - Occupant Load
 - Applicable Design Criteria
 - Specific Live Load Information
- Compliance with OBC Chapter 11 and ICC A117.1-2009 demonstrated
- Means of Egress defined
- Seating Illustrated
- Egress Illumination
- Exit Signs Located
- Maximum Capacity Signs
- Portable Fire Extinguishers located and identified
- Membrane structure or Tent Affixed Label
- Membrane structure or Tent Affidavit
- Location and type of heating and electrical equipment
- Special Inspections (Major Events)
- Special Inspectors Credentials (Major Events)



WASHINGTON TOWNSHIP FIRE DEPARTMENT

6200 Eiterman Road
Dublin, Ohio 43016
614-652-3920

Tent Application Process For Dublin 2017 Ohio Fire Code based upon the 2015 International Fire Code Rules and Regulations for Tent Installation

Permits are required for a tent (capable of installing side curtains) in excess of 200 sq. ft. or a canopy (side curtain prohibited) in excess of 400 sq. ft.

Construction shall comply with the current Ohio Building Code and applicable provisions of Chapter 24 in the Dublin Fire Code.

- Place of assembly tents (50 or more persons) requires all of the following:
 - ✓ exit and emergency lighting
 - ✓ proper number of approved exits based on the occupant load
 - ✓ no open or exposed flames inside or within 20 feet of tent
- Free of straw, hay, shavings, or similar combustible materials
- NO SMOKING shall be permitted in tents or under canopies. Approved "No" Smoking signs must be posted.
- All tents and canopies shall be flame resistant treated and the proper certification along with proper labeling affixed on the material.
- All tents and canopies must be properly anchored. (City of Dublin requires caps on all steel stakes installed on city property.
- Fire extinguishers are required in cooking and place of assembly tents. (Minimum 5lb rated 2A-10BC)
- Cooking and heating equipment shall not be located within 10 feet of the exits or combustible materials.
- Flammable and combustible liquids must be stored outside in an approved manner not less than 50 feet away from structure.
- LP-gas containers 500 gallons or less shall have a minimum separation between the container and structure not less than 10 feet and properly secured to prevent unauthorized movement.
- LP-gas containers gallons or more shall have minimum separation between the container and structures of not less than 25 feet and properly secured to prevent unauthorized movement.
- Generators and other internal combustion power sources shall be separated from tents/canopies by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.
- Fees for tents and canopies are based on the number of tents or canopies installed #1-5 = \$50.00 #6-10 = \$75.00 #11-15 = \$100.00 #16-20 = \$160.00 #20+ = \$200.00
- ALL TENTS SHALL BE INSPECTED by the Dublin Building Division and the Washington Township Fire Department before occupancy.

Name of Applicant	Business Location	Type of Permit Requested
**	**	Tent/Bounce House – Install and operate

To: **WASHINGTON TOWNSHIP FIRE DEPARTMENT
 FIRE PREVENTION BUREAU
 6200 Eiterman Road
 P.O. Box 3248
 Dublin, Ohio 43016 (614-652-3920)**

Date: **

Application is hereby made by the undersigned for a permit to:

Install _____ Operate _____

In or on the premises located at: **

The following materials, processes or equipment will be used:

** Number of tents/bounce houses: _____

** Size of tents/bounce houses: _____

** Date installed: _____

** Date removed: _____

**** Flame retardant certificate required ****

I hereby agree to:

Conditions, surroundings and arrangements, to be in accordance with the Fire Codes adopted by the City of Dublin, Washington Township and the Fire Marshal, State of Ohio.

Complete plans and constructions details must be submitted on all projects when requested.

REQUESTED: _____ NOT REQUESTED: _____ RESUBMIT: _____

SIGNATURES:

Person Responsible _____ Address _____ Telephone _____

For Department Use Only:

Code	Dublin Fire
Code Section	105
Article No.	105.6.43 and 105.7.12
Description:	To install and operate
temporary membrane structures, tents/bounce houses and air supported structures.	
Property Use:	
Inspection By:	
Approved:	
Disapproved:	
Remarks:	See permit
Date Received:	
Permit Number:	
Permit issued by:	
Date issued:	
Permit Fee:	
Return 1 copy with the required fees	
WASHINGTON TOWNSHIP FIRE DEPARTMENT	