



**City of Long Branch
Office of the Fire Marshal**

**344 Broadway
Long Branch, New Jersey 07740**

Phone: 732-571-5651, Fax: 732-222-4493

**PERMIT APPLICATION FOR TENTS, TENSIONED
MEMBRANE
STRUCTURES, CANOPIES AND OUTDOOR MAZES**

The NJ Uniform Fire Code states:

"Permits shall be required, and obtained from the local enforcing agency for the activities specified in this section, except where they are an integral part of a process or activity by reason of which a use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the Fire Marshal." [N.J.A.C. 5:70-2.7(a)]

Date Of Application: _____

Name: _____

Address: _____

Phone Number: _____

Location of Event: _____

Will cooking be done? Yes: _____ No: _____ If yes, a Type 1 Cooking Permit is required.

Date of Event: _____ Time: _____

Description: _____

Date and time you will be ready for inspection: _____

I hereby acknowledge that I have read this application, that the information given is correct, and that I am the owner, or duly authorized to act in the owner's behalf and as such hereby agree to comply with the attached applicable requirements of the NJ Uniform Fire Code as well as any specific conditions imposed by the Fire Marshal.

Applicant Signature

\$54.00 per Tent

Fee Amount

1
Permit Type

Guidelines for determining permit requirements for tents, tensioned membrane structures and canopies

	UFC Permit Required, N.J.A.C. 5:70-2.7	UCC Permit Required, N.J.A.C. 5:23-2.14	No Permit Required
Tent, tensioned membrane structure, or canopy less 900 square feet in area or less and 30 feet or less in any dimension without platforms or bleachers			X
Tent, tensioned membrane structure, or canopy greater than 900 square feet in area or more than 30 feet in any dimension, but 16,800 square feet or less in area and 140 feet or less in any dimension, whether it is composed of one unit or multiple units	Type 1 X		
Tent, tensioned membrane structure, or canopy greater than 900 square feet in area or more than 30 feet in any dimension, but 16,800 square feet or less in area and 140 feet or less in any dimension that contains platforms or bleachers 11 feet or less in height, whether it is composed of one unit or multiple units	Type 1 X		
Tent, tensioned membrane structure, or canopy greater than 16,800 square feet or greater than 140 feet in any dimension		X	
Tent, tensioned membrane structure, or canopy of any size remaining in place for more than 180 days		X	
Tent, tensioned membrane structure, or canopy of any size used or occupied between December 1 and March 31		X	
Tent, tensioned membrane structure, or canopy of any size having a permanent anchoring system		X	
Tent, tensioned membrane structure, or canopy of any size containing platforms or bleachers greater than 11 feet in height		X	
Tent, tensioned membrane structure, or canopy greater than 900 square feet in area or more than 30 feet in any dimension, but 16,800 square feet or less in area and 140 feet or less in any dimension, whether it is composed of one unit or multiple units, that installs electrical equipment, electrical wiring or mechanical equipment that is supplied by other than (cord and plug) temporary wiring in accordance with the Uniform Fire Code	Type 1 X	X	

Uniform Fire Code Definitions (also see Chapter 31 of the IFC 2015, NJ edition, for other applicable requirements)

Canopy: A structure or architectural projection of rigid construction over which a covering is attached that provides weather protection, identity or decoration, and may be structurally independent or supported by attachment to a building on one end and by not less than one stanchion on the outer end.

Tent: A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects, with sidewalls or drops on more than 25 percent of the perimeter.

Temporary wiring: Temporary wiring for electrical power and lighting installations is allowed for a period not to exceed 90 days. Temporary wiring methods shall meet the applicable provisions of the electrical subcode of the Uniform Construction Code.

Uniform Construction Code Definitions (also see Chapter 31 of the IBC 2018, NJ edition, for other applicable requirements)

Canopy: A permanent structure or architectural projection of rigid construction over which a covering is attached that provides weather protection, identity or decoration. A canopy is permitted to be structurally independent or supported by attachment to a building on one or more sides.

Tent: A structure, enclosure, umbrella structure or shelter, with or without sidewalls or drops, constructed of fabric or pliable material supported in any manner except by air or the contents it protects (see "Umbrella structure").

Umbrella Structure: A structure, enclosure or shelter with or without sidewalls or drops, constructed of fabric or pliable material supported by a central pole or poles (see "Tent").

Guidance Document

Cooking appliances under Canopies and Tents

Definitions:

Canopy: A structure, enclosure, or shelter constructed of fabric or pliable materials supported by any manner, except by air or the contents it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

Tent: A structure, enclosure, or shelter constructed of fabric or pliable material supported by any manner, except by air or the contents it protects.

Cooking activities under canopies may be approved based upon the following:

1. The issuance of a Type 1 Permit pursuant to N.J.A.C. 5:70-2.7(a)3.v.
2. The use of membrane structures for cooking activities is restricted to free standing canopies with no sides attached during cooking activities.

Exception: Tents installed pursuant to a permit issued under the New Jersey Uniform Construction Code wherein the cooking activity was included as part of application, review and approval process.
3. A diagram is submitted that includes a floor plan showing the location of the cooking appliances and any other fuel sources or supplies.
4. The cooking canopy is located no less than five feet from any other canopy, tent or structure.
5. The canopy fabric is flame resistant and the applicant has provided the Fire Official with a certification attesting the flame resistance as required by Section 2001.8 of the UFC.
6. All cooking equipment to be placed under a canopy is listed for commercial use. (example: a residential barbecue is not listed for commercial use)
7. LP-Gas containers are located at the outer edge of the canopy, a minimum of five feet from the heat-producing appliance. The containers are protected to prevent tampering or damage by vehicles or other hazards. The containers are securely fastened and free of leaks. Safety relief valves are pointed away from the canopy.
8. Occupancy underneath the canopy is restricted to those persons necessary for food preparation only. Food may be served from the outer edge of the canopy. Suitable barriers should be provided to maintain a distance of not less than five feet between areas accessed by the general public and the cooking equipment.
9. Portable fire extinguisher(s) are provided for each cooking location. The size and type will be determined in accordance with the fire protection requirements of the fire code and it's referenced standard, NFPA 10.
10. Storage of combustible items required for food preparation or serving is limited.
11. All other applicable provisions of the NJ Uniform Fire Code are adhered to.