



TOWN OF UNION

Special Event & Assemblies Permit
Code Enforcement and Building Permits
3111 E. Main Street
Endwell, NY 13760
Phone: 607-786-2920 Fax 607-786-2320
Web: Townofunion.com

VII. TENT AND CANOPY USE ONLY

When will temporary structure(s) be put up _____

When will temporary structure(s) be taken down _____

Tent Canopy Other membrane structure

Regulations of NFPA 701 met YES NO

Size of structure(s):

Tent Dealer	Name	Title	Phone
	Address	Email	
	Insurances: Disability DB120.1 _____ Workers Compensation _____ Certificate of Exemption CE200 _____.		

** Tents greater than 200sqft and Canopies greater than 400sqft will also require a permit to be erected.

Other materials being used: Sidewalls Drops and tarpaulins Floor Coverings Bunting

Combustible material Sawdust Hay

Do other materials meet NFPA 701? YES NO

Is label permanently affixed identifying size and fabric or material type? Yes No

No smoking is allowed in Tents, Canopies or Membrane Structures and shall be posted as such

Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet (6096 mm) of the tent, canopy or membrane structures while open to the public. IFC §3104.7

Heating and cooking equipment

New Existing not permanent

On the site plan, show with measurements where heating and cooking equipment will be placed.

** Note equipment cannot be within 10 feet of structure, and fuel tanks must be secure from tipping over.

** Cooking tents must be 20 feet from any structure that is being occupied by the public.

** Outdoor cooking which produced sparks or grease-laden vapors must be 20 feet from tent canopy or membrane structures.

Liquid Propane Regulations: LP-gas equipment such as tanks, piping, hoses, fittings, valves, tubing and other related components shall be approved and in accordance with Chapter 38 and with the Fuel Gas Code of New York State.

LP-gas containers shall be located outside. Safety release valves shall be pointed away from the tent, canopy or membrane structure.

Portable LP-gas containers with a capacity of 500 gallons (1893 L) or less shall have a minimum separation between the container and structure not less than 10 feet (3048 mm).

Portable LP-gas containers with a capacity of more than 500 gallons (1893 L) shall have a minimum separation between the container and structures not less than 25 feet (7620 mm).

Portable LP-gas containers, piping, valves and fittings which are located outside and are being used to fuel equipment inside a tent, canopy or membrane structure shall be adequately protected to prevent tampering, damage by vehicles or other hazards and shall be located in an approved location. Portable LP-gas containers shall be securely fastened in place to prevent unauthorized movement.

Separation of Generators Regulation: Generators and other internal combustion power sources shall be separated from tents, canopies or membrane structures by a minimum of 20 feet (6096 mm) and shall be isolated from contact with the public by fencing, enclosure or other approved means.

Construction Documents will need to be sent to Code Enforcement Office