



TOWN OF AMHERST

BUILDING DEPARTMENT

ERIE COUNTY, NEW YORK

5583 MAIN STREET
WILLIAMSVILLE, NEW YORK 14221

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Brian A. Andrzejewski, P.E.
Commissioner of Building

TENT PERMIT PROCEDURES

1. A Fire Prevention Permit is required for all tents in excess of 400 square ft.
2. All tents must meet the requirements of Chap. 31 of the IFC and NFPA 102.
3. A detail site and floor plan including means of egress, seating arrangement, location and type of heating and electrical equipment.
4. A Town of Amherst licensed electrician is required for any hardwiring of lights or outlets.
5. A Fire Inspector must inspect prior to occupying. An Electrical Inspector must inspect installed hardwiring.
6. Fire apparatus access roads must be provided, maintained and unobstructed at all times.
7. An unobstructed fire break passageway of not less than 12' wide and free of obstructions shall be maintained on all sides of the tent unless otherwise approved by the Fire Inspector.
8. For tents, access, location and parking shall be per section 3103.8 IFC 2015
9. Provide a flame resistive certificate at time of application if it is not affixed to the tent.
10. Tents shall be adequately roped, braced and anchored to withstand the elements of weather and to prevent against collapsing. Per section 3103.9 IFC 2015
11. Means of Egress and number of Exits shall be determined at time of application by using the detailed floor plan per section 3103.12 IFC 2015
12. Illuminated Exit signs and Emergency lighting is required with an occupant load of 50 or more. This equipment must be operational at the time of inspection. Per section 3103.12.6 IFC 2015
13. Hay, straw or other combustible material or decorations are prohibited unless approved by the Fire Inspector. Per section 3104.5 IFC 2015
14. Smoking is prohibited under the tent per section 3104.6 IFC 2015
15. Open or exposed flames shall not be permitted inside, or located within 20 ft. of the tent, unless approved by the Fire Inspector per section 1304.7 IFC 2015

16. Portable fire extinguishers, with current inspection tags, shall be located on site at all times. Quantities and location to be pre-determined by the Fire Inspector per section 3104.12 IFC 2015.
17. Heating and cooking equipment authorized by the Fire Inspector shall be installed per applicable codes and section 3104.15 IFC 2015
18. LP Gas shall be used, stored and maintained per section 3104.16 IFC 2015
19. Motor vehicles displayed under tents must meet section 3104.18 IFC 2015
20. Separation of generators must meet section 3104.19 IFC 2015 – Generally 20 ft.
21. Standby personnel, where required, must meet section 3104.20 IFC 2015
22. Combustible vegetation & waste material must comply with section 3104.21 & 3104.22 IFC 2015
Generally 30 ft. clearance.
- 23. Inspections must be completed prior to use or event, with all the above requirements in place**

A permit may be revoked because of any false statement or misrepresentation of material fact in the application or because of failure to supply additional information required within a reasonable time, or because of change in activity, operation, location, ownership or use. (Chap 83 Town of Amherst Code)

Signature _____

Print _____

Date _____