

**Mayfield Village Building Department**  
**6622 Wilson Mills Rd., Mayfield Village, Ohio 44143**  
**Ph: 440-461-2213 Fax: 440-442-5077**

**Application for TENT/MEMBRANE STRUCTURE Permit 1501.01**

TENT FEE: \$50.00 + 3% State Fee for Commercial

Today's Date: \_\_\_\_\_  
 Address of Construction: \_\_\_\_\_  
 Owner of Property: \_\_\_\_\_ Ph: \_\_\_\_\_  
 Owner's Address: \_\_\_\_\_  
 Contractor: \_\_\_\_\_ Ph: \_\_\_\_\_  
 Contractor Business Address: \_\_\_\_\_  
 Responsible Party: \_\_\_\_\_ Ph: \_\_\_\_\_

**Event Date(s):** \_\_\_\_\_

<u>Flame Resistant Certificate</u>	<u>Location</u>	<u>Fire Extinguisher</u>	<u>Emergency Lights/Exit Signs</u>
<input type="checkbox"/> Yes	<input type="checkbox"/> Front	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> Rear	<input type="checkbox"/> No	<input type="checkbox"/> No
	<input type="checkbox"/> Side		
	<input type="checkbox"/> Corner Lot		

Size of Tent/ Sq. Ft: \_\_\_\_\_ How will it be Anchored: \_\_\_\_\_

**Special Requirements:**

1. The tent and associated equipment, as well as its location and use, must comply with all applicable codes including Ohio Fire Code and local codes including zoning.
2. A site plan with location of the tent is required. The site plan must detail the exact location of the proposed tent and property lines. Show the distance between the property line and the proposed tent. Also include existing structures and/or tents on the drawing.
3. There is **NO SMOKING** under the tent(s). No smoking signs shall be posted in all tents.
4. There shall be no open or exposed flames inside or within 20 feet of the tent. In addition, fireworks and stage pyrotechnics shall not be allowed.
5. There is **NO COOKING** under the assembly tent(s). All tents used for cooking are to be compliant with The Ohio Fire Code.
6. The tent shall be erected so as to provide free and clear egress from the area. If sidewalls are used or other obstructions exist, the exits shall be clearly marked and maintained in accordance with Ohio Fire Code.
7. The location of the tent shall not restrict access to buildings or other tents that are located on the premise or to buildings that are deeded access on the property.
8. Vehicles shall not park within 20 feet of the tent. Generators and other internal combustion engines likewise are not permitted within 20 feet of a tent.
9. In all instances, the responsibility for the adequacy of structural elements involved in the construction of the tent lies with the tent company. Mayfield Village assumes no responsibility for the adequacy of the structural elements.
10. All electrical wiring shall be properly installed and maintained to be in compliance with the National Electric Code. **Separate electrical permit required.**
11. Portable fire extinguishers shall be furnished (Minimum 2A:40 BC) and maintained in all tents over 400 Sq. Ft. One K Class extinguisher is required in all cooking tents that use grease in the cooking process.
12. All LPG tanks shall be secured with a chain or metal wire.

X \_\_\_\_\_  
 Applicant's Signature Date

X \_\_\_\_\_  
 Fire Chief / Fire Code Official Date