

**CITY OF SEMINOLE**  
**BUILDING DEPARTMENT/FIRE DEPARTMENT**

9199 – 113<sup>th</sup> Street N.

SEMINOLE, FL 33772

Phone: (727) 392-1966 - FAX (727) 319-6583

Tents may be erected in any zoning district for a period not to exceed thirty (90) days for the purpose of promotions, entertainment, educational, religious, evangelistic or similar special events subject to the following:

- The use of the tent shall be limited to an authorized use of the property in the zoning district where located.
- The tent shall comply with all setback and tent checklist requirements.
- The applicant shall submit a detailed plot plan showing the location of the tent, the floor area and maximum capacity (number of persons) of the tent, the number and location of off-street parking spaces, a traffic circulation plan showing all ingress/egress locations, and the location of any structures and/or trees existing on the site.
- The plan shall be examined by the life safety services section to determine compliance with this chapter and other applicable codes, ordinances or regulations.

No clearance for a tent permit shall be issued until the plan complies with these provisions.

**SEMINOLE FIRE DEPARTMENT TENT PERMIT CONDITIONS**

INDICATE THE PURPOSE OF THE TENT: \_\_\_\_\_

OPENING AND CLOSING TIMES: \_\_\_\_\_

LOCATION OF TENT: \_\_\_\_\_

DATE(S): \_\_\_\_\_ THRU \_\_\_\_\_

NAME OF VENDOR/RENTOR: \_\_\_\_\_

ADDRESS OF VENDOR: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
FIRE INSPECTOR

\_\_\_\_\_  
DATE



# CITY OF SEMINOLE

*Achieving Service Through Dedication*  
FIRE RESCUE DEPARTMENT



## **Tent Checklist**

### **Inspections**

- Once erected the tent shall be inspected for code compliance and approval by a Fire Inspector prior to the event and/or occupancy.
- Call (727) 393-8711 ext. 213 to schedule the tent inspection

### **Tents**

- No person shall erect, operate, or maintain a tent covering an area in excess of 100 sq. ft. without a permit.
- Tents erected for the sale of fireworks shall comply with the criteria set forth within this checklist, criteria set forth by Florida Statute 791, and NFPA 1 section 65.11 2003 edition.
- Tents shall be permitted only on a temporary basis (<90 DAYS).
- Tents shall be erected to cover not more than 75 percent of the premises, unless otherwise approved by the authority having jurisdiction.
- No smoking is permitted under the tent and “No Smoking” signs shall be posted.

### **Flame Resistance**

- All tent fabric shall be flame resistant.
- One of the following shall serve as evidence that the tent fabric materials have the required flame resistance:
  - The authority having jurisdiction shall require a certificate or other evidence of acceptance by an organization acceptable to the authority having jurisdiction.
  - The authority having jurisdiction shall require a report of tests made by other inspection authorities or organizations acceptable to the authority having jurisdiction.

## **Location and Spacing**

- There shall be a minimum of 10-ft (3 m) between stake lines.
- Adjacent tents shall be spaced to provide an area to be used as a means of emergency egress. Where 10-ft (3 m) between stake lines does not meet the requirements for means of egress, the distance necessary for means of egress shall govern.
- The placement of tents relative to other structures shall be at the discretion of the authority having jurisdiction, with consideration given to occupancy, use, opening, exposure, and other similar factors.
- No tents shall block any ADA parking spaces or driving isles that impede ingress/egress locations.

## **Fire Hazards**

- The ground enclosed by any tent, and the ground for a reasonable distance but for not less than 10-ft outside of such a tent(s), shall be cleared of all flammable or combustible material or vegetation.
- The premises shall be kept free from such flammable or combustible materials during the period for which the public uses the premises.
- No fireworks or unauthorized open flame shall be used in or immediately adjacent to a tent.
- Portable fire-extinguishing equipment of approved types shall be furnished and maintained in tents in such quantity and in such locations as directed by the authority having jurisdiction. Portable fire extinguishers shall be certified and tagged by a State of Florida fire contractor.
  - One 2A10BC rated fire extinguisher shall be provided for every tent having a floor area more than 100 sq. ft. but less than 1000 sq. ft. and one in each auxiliary tent adjacent thereto.
  - At least one 4OBC rated fire extinguisher shall be provided at power generators and at locations where flammable liquids are used, stored, or dispensed.
  - Fire hose lines, water supplies and other auxiliary fire equipment shall be maintained on the site in such numbers and sizes as directed by the fire official.

## **Means of Egress**

- Number of means of egress (Exits) shall not be less than (2) with a minimum width of 6 feet for each exit with an occupant load of less than 200. Additional exits will be calculated with occupant loads exceeding 200.
- Means of Egress (Exits) shall be marked with exit signage.
- Means of egress shall be illuminated.
- Emergency lighting shall be provided. Private party tents not exceeding 1200 sq. ft. shall not be required to have emergency lighting.

## **Electrical Service**

- Permit required for the erection of temporary power poles.
- Permit required if new wiring is run from an existing electrical service. (Approved extension cords are exempt)
- Permit required when using generator(s) having a 5 kW rating or greater to provide power to the tent.

## **Heaters**

- Only labeled electric heaters that are approved by the AHJ shall be permitted.
- Heaters shall be connected to electricity by electric cable that is suitable for outside use and is of sufficient size to handle the electrical load.

If you have any questions feel free to contact this office at 727.393.8711 ext. 213 or email [amugenski@myseminole.com](mailto:amugenski@myseminole.com)

Respectfully,

Sanja Mugenski  
Fire Marshal  
City of Seminole Fire Rescue Department