



CITY OF CHINO

Development Services Department
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PERMIT APPLICATION REQUIREMENTS FOR TENTS

“Tent” is any structure, enclosure or shelter constructed of canvas or pliable material supported by any manner except by air or the contents it protects, and shall not be used for more than a period of 180 days.

NOTE: For bail Ring tents and other tent structures with dimensions greater than 40ft x 60ft or heights greater than 20ft, engineering design and details stamped and wet signed by an engineer are required. Usage of previous year calculations and design must be approved by the engineer who created the design.

NOTE: This is a general list of **requirements**. More information may be required as each project is individually evaluated. When such a request is made, the application can progress only after the necessary information is received.

- Completed Special Event Permit Application attached.
- Site plan showing all structures, address Disabled Access requirements for parking, restrooms, and seating.
- The following conditions must be met based on the 2013 California Building Code and California Fire Code:
 - 1) Temporary tents and canopies and their appurtenances shall be adequately braced and anchored to prevent weather related collapse. Documentation of structural stability shall be furnished to the Building Official.
 - 2) The sidewalls, drops and tops of temporary tents and canopies shall be composed of flame-resistant material or shall be treated with a flame-retardant in an approved manner.
 - 3) Temporary tents or canopies shall have a permanently affixed label bearing the following information:
 - a) Identification of temporary tent or canopy size and fabric or material type.
 - b) For flame-resistant materials, the necessary information to determine compliance with this article (Article 32) or Section 1103 as applicable.
 - c) For flame-retardant-treated materials, the date that the temporary tent or canopy and other combustible materials were last treated with an approved flame retardant.
 - d) The trade name and type of flame retardant utilized in the flame-retardant treatment.
 - e) The name of the person and firm that applied the flame retardant.
- Floor plan of the tent delineating the following requirements of Article 32:
 - 1) Portable Fire Extinguishers to be located per the Fire Chief prior to occupancy.
 - 2) Seating arrangement plan (if applicable).
 - 3) Delineate the location of any heating/cooking equipment on the floor plan. Tents containing cooking equipment shall be located a minimum of 20 feet from other tents membrane structures or canopies.
 - 4) Outdoor cooking that produces sparks or grease laden vapors shall not be performed within 20 feet from temporary membrane structures, tents or canopies.
 - 5) Delineate the exits (2 required if occupant load is 10 to 199, 3 required if occupant load is 200-499).
 - 6) Exit signs when occupant load is 50 or more (illuminated if occupant load is more than 100).
 - 7) Exits in tents are required to be a minimum of 72 inches in width per exit.
- Electrical permit required for all portable generators.

OWNER _____

JOB ADDRESS _____

APN # _____