

City of Fridley  
 Fire Department  
 7071 University Avenue NE  
 Fridley, MN 55432-3111  
 763-572-3621 or 763-572-3612  
 Fax: 763-572-8825

# Temporary Tent, Canopy, Membrane Structure Permit Application



Date Received: \_\_\_\_\_ Permit Number: \_\_\_\_\_ (For office use only)

Location of Work: \_\_\_\_\_

Business Name: \_\_\_\_\_

Owner: _____	Phone No. _____
--------------	-----------------

Contractor _____	E-mail Address _____
------------------	----------------------

Mailing Address \_\_\_\_\_

Contact Person _____	Phone No. _____	Cell Phone _____
----------------------	-----------------	------------------

Event Dates: _____	_____
--------------------	-------

Description of Work  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Additional Submittal Requirements:**

- 1) Provide flammability information for membrane structures.
- 2) Provide detailed drawing documenting the locations of tent(s), structures, temporary tanks, heaters, cooking equipment, fire extinguishers and exits.
- 3) Provide a fixture and/or seating plan if applicable.

Signature of Contractor: _____	Date: _____
--------------------------------	-------------

**This permit is granted subject to compliance with applicable codes, ordinances and regulations governing the above-described operations. This permit is non-assignable and shall be maintained in the place of business or site for which this permit is granted. It shall be the responsibility of the permittee to contact the Fire Marshal's Office for final inspection of the permitted activity.**

<b>Total # of Tents</b>	
<b>Permit Fee</b>	<b>\$145</b>
<b>Plan Review Fee</b> <small>(65% of Permit Fee)</small>	<b>NA</b>
<b>Total Permit Fee</b>	<b>\$145</b>

<b>MSFC Section</b>	<b>Type of Activity</b>	<b>Stipulations</b>	<b>Fee</b>
105.7.1	<b>Automatic Fire Extinguishing Systems</b> 1. Kitchen Hood Extinguishing Systems 2. Fire Sprinkler Systems 3. Other Special Extinguishing Systems	<b>Final Inspection Required</b> Inspection & Testing Inspection & Testing Inspection & Testing	<b>See Below</b>
105.7.2	<b>Battery Systems</b> To install stationary storage battery systems having a liquid capacity of more than fifty (50) gallons.	<b>Final Inspection Required</b> MSFC requirements	<b>\$165.00</b>
105.7.3	<b>Compressed Gasses &amp; Systems</b> Install, repair damage to, abandon, remove, place temporarily out of service, close or substantially modify systems	<b>Final Inspection Required</b> MSFC requirements	<b>\$235.00</b>
105.7.4	<b>Fire Alarm, Detection Systems, Emergency Alarm Systems &amp; Related Alarm or Detection Equipment</b> Install or modify new & existing systems	<b>Final Inspection Required</b> Inspection & Testing	<b>See Below</b>
105.7.5	<b>Fire Pumps &amp; Related Equipment</b> Install or modify fire pumps, related fuel tanks, jockey pumps, controllers and generators	<b>Final Inspection Required</b> Inspection & Testing	<b>See Below</b>
105.7.6	<b>Flammable &amp; Combustible Liquids</b> 1. Install or modify a pipeline 2. Install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel dispensing stations, refineries, distilleries and similar activities where flammable or combustible liquids are produced, processed, transported, stored, dispensed or used 3. Install, alter, remove, abandon, place temporarily out of service or otherwise dispose of a flammable or combustible liquid tank	<b>Final Inspection Required</b>  Inspection requirements as defined by 2007 MSFC or 2003 NFPA Standard 30 requirements.  UGST or AGST storage tank removal must be witnessed by Fire Marshal.	1. <b>\$150.00</b> 2. <b>\$150.00</b>  3. <b>\$200.00</b>
105.7.7	<b>Hazardous Materials</b> Install, repair damage to, abandon, remove, place temporarily out of service, close or substantially modify a storage facility or other area regulated by MSFC Chapter 27	<b>Final Inspection Required</b> Required when hazardous materials in use or storage exceed amounts shown in MSFC Table 105.6.21	<b>\$ 200.00</b>
105.7.8	<b>Industrial Ovens</b> Installation of industrial ovens regulated by MSFC Chapter 21	<b>Final Inspection Required</b> MSFC requirements	<b>\$ 165.00</b>
105.7.9	<b>LP Gas</b> Installation of or modification to an LP Gas system	<b>Final Inspection Required</b> MSFC & NFPA 58 requirements	<b>\$ 200.00</b>
105.7.10	<b>Private Fire Hydrants</b> Installation of or modification of private fire hydrants	<b>Final Inspection Required</b> Inspection & Testing	<b>\$ 145.00</b>
105.7.11	<b>Spraying or Dipping</b> Install or modify a spray room, dip tank or booth	<b>Final Inspection Required</b> MSFC & NFPA 33 requirements	<b>\$ 200.00</b>
105.7.12	<b>Standpipe System</b> Installation, modification, or removal from service of a standpipe system	<b>Final Inspection Required</b> Inspection & Testing	<b>See Below</b>
105.7.13	<b>Temporary Membrane Structures, Tents and Canopies</b> To construct an air-supported temporary membrane structure, tent (=> 200 ft <sup>2</sup> ) or canopy (=> 400 ft <sup>2</sup> ).	<b>Final Inspection Required</b> MSFC requirements	<b>\$ 145.00</b>

**Fire Sprinkler, Fire Extinguishing Systems, Fire Alarm Systems or Standpipe Systems**

Fees for Automatic Fire Extinguishing Systems (MSFC 105.7.1); Fire Alarm, Detection and related equipment (MSFC 105.7.3); Fire Pumps or related equipment, (MSFC 105.7.4); and Standpipe Systems (MSFC 105.7.11) are calculated on project valuation from the 1997 UBC Permit Fee Schedule as shown below:

<b>Total Valuation</b>	<b>Fee</b>
\$ 1.00 to \$ 500.00	\$23.50
\$ 501.00 to \$ 2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2000.00
\$ 2001.00 to \$ 25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$ 25,001.00 to \$ 50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$ 50,001.00 to \$ 100,000.00	\$643.75 for the first \$50,000.00 plus \$ 7.00 for each additional \$1,000.00, or fraction thereof, to and including \$ 100,000.00
\$ 100,001.00 to \$ 500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$ 500,000.00
\$ 500,001.00 to \$ 1,000,000.00	\$3233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$ 1,000,000.00
\$ 1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof



City of Fridley  
Fire Department  
7071 University Avenue NE  
Fridley, MN 55432-3111  
763-572-3621 or 763-572-3612  
Fax: 763-572-8825



## Temporary Tent, Canopy, Membrane Structure Submittal Requirements

Temporary indoor or outdoor assemblies and temporary use of tents in excess of 200 square feet or canopies in excess of 400 square feet are allowed with a temporary tent/canopy, membrane structure permit. Temporary assemblies and tents shall comply with Minnesota State Fire Code (MSFC), Section 105.6.43 and Chapter 24. For the purpose of this handout, the term "tents" shall include canopies, temporary membrane structures and air supported or air inflated structures.

Submittals not conforming to these requirements will be returned as incomplete.

### **Submittal documents required:**

- 1) A completed permit application signed by the contractor.
- 2) A check made out to the City of Fridley.  
(If paying by credit card, please call the office to make arrangements)
- 3) Provide flammability information for membrane structures.
- 4) Provide a fixture and/or seating plan if applicable.
- 5) Provide a scaled set of plans that indicate the location of the following:
  - A. Tents
  - B. Structures
  - C. Temporary tanks
  - D. Heaters
  - E. Cooking equipment
  - F. Fire extinguishers
  - G. Exits
- 6) Provide a detailed description of all activities that will be occurring, the hours of the event and the approximate number of participants.

### **Inspections Required:**

- 1) Pre-Event Inspection

**Any questions, please contact the Fire Marshal at 763-572-3621.**