



Fire Prevention Bureau

Information Bulletin

Tents, Membrane & Special Event Structures

The following is an outline of the basic or common requirements to be adhered to when erecting/operating a tent, membrane or special event structure.

Definitions: **Tent** – A temporary structure, enclosure or shelter constructed of fabric or pliable material supported in any manner except by air or the contents it protects.

Membrane Structure – An air inflated, air supported cable or frame covered structure not otherwise defined as a tent.

Special Event Structure – Any temporary ground-supported structure, platform, stage, stage scaffolding or rigging, canopy, tower supporting audio or visual effects equipment or similar structures.

Requirements:

A Fire Permit is required to erect and operate a tent or air supported temporary membrane structure having an area in excess of 400 square feet.

Permit Applications must be submitted online no later than 5 business days prior to event.

Exceptions:

1. Tents used exclusively for recreational camping purposes.
2. Funeral tents and curtains, or extensions attached thereto, when used for funeral services.
3. Tents open on all sides, which comply with all of the following:
 - a. Individual tents having a maximum size of 700 square feet.
 - b. The aggregate area of multiple tents placed side by side without a firebreak clearance of not less than 12 feet shall not exceed 700 square feet total.
 - c. A minimum clearance of 12 feet to structures and other tents shall be provided.

Use period shall not be erected for a period of more than 180 days within a 12-month period on a single premises.

Construction documentation required:

A detailed site and floorplan for tents or membrane structures with an occupant load of 50 or more shall be provided with an application for approval. The tent or membrane structure floor plan shall indicate details of the means of egress facilities, seating capacity, arrangement of the seating and location and type of heating and electrical equipment.

Additional requirements may exist.

Please contact the Greenville City Fire Department – Fire Prevention Bureau at (864)-467-4450 with any questions or for additional information.