



Ocean City Fire Department
Office of the Fire Marshal
301 Baltimore Ave, Ocean City, MD 21842
Phone: 410-289-8780 / Fax: 410-289-8767



**Permit Requirements and Application for
Temporary Tent Installation**

1. Tents shall be permitted only on a temporary basis.
2. All tent fabric shall meet the flame propagation performance criteria contained in NFPA 701, Standard Methods of Fire Tests for Flame Propagation of Textiles and Films.
3. One of the following shall serve as evidence that the tent fabric materials have the required flame propagation performance:
 - (a.) A certificate or other evidence of acceptance by an organization acceptable to the fire authority.(b.) The fire authority shall require a report of tests made by other inspection authorities or organizations.
4. The fire authority may require a confirmatory field test by using test specimens from the original material, which shall have been affixed at the time of manufacture to the exterior of the tent.
5. Tents that exceed 400 square feet or 20' in any dimension, will require an engineer to provide the design for anchoring the tent.

Location and Spacing of tent(s).

- There shall be a minimum of ten feet (10') between stake lines.
- Adjacent tents shall be spaced to provide an area to be used as a means of emergency egress. Where ten feet (10') between stake lines does not meet the requirements for means of egress, the distance necessary for means of egress shall govern.
- Tents not occupied by the public and not used for the purpose of storage of combustible material shall be permitted to be erected less than ten feet (10') from other structures where the fire authority deems such close spacing to be safe from hazards to the public.
- Tents not exceeding 1200 ft² in ground area and located in open spaces, shall not be required to be separated from each other
- The ground enclosed by any tent, and the ground for a reasonable distance but for not less than ten feet (10') outside of such a tent, shall be cleared of all flammable or combustible material or vegetation that is not used for necessary support equipment. The clearing work shall be accomplished prior to the erection of such a tent. The premises shall be kept free from such flammable or combustible materials during the period for which the premises are used by the public.
- Portable fire-extinguishing equipment of approved types shall be furnished and maintained in tent(s). Fire extinguishers shall be conspicuously located where they will be readily accessible and immediately available in the event of fire. Preferably they shall be located along normal paths of travel, including exits from areas. An approved portable fire extinguisher having a minimum rating of 4A 40BC shall be provided in any area where cooking equipment is installed. An approved Class K extinguisher shall be provided to protect any deep-frying.



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- Only labeled heating devices shall be used.
- Only labeled Fuel-fired heaters shall be used.
- Containers for liquefied petroleum gases shall be installed not less than 60 inches from any tent and shall be in accordance with the provisions of NFPA 58, Liquefied Petroleum Gas Code.
- LP gas tank size shall be limited to 60 lbs. The total amount of LP gas on site shall not exceed 60 lbs. for each appliance that is rated not more than 80,000 btu/hr. and 120 lbs. for each appliance rated more than 80,000 btu/hr.
- Containers for liquefied petroleum gas tanks shall be secured in the upright position and protected from vehicular traffic. Tanks shall be secured in their upright position with a chain, strap or other approved method that prevents the tank from tipping over.
- Tanks shall be located so that they are not accessible to the public. LP gas tanks shall be located at least five feet (5') from any cooking or heating equipment or any open flame device.
- Tanks must be maintained in good physical condition and shall have a valid hydrostatic date stamp.
- Only labeled Electric Heaters 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.
- No open flame devices or pyrotechnic devices shall be used in any tent.
- Electrical wiring and equipment shall be installed in accordance with NFPA 70, National Electrical Code. The Fire Official may require an electrical inspection be conducted by an approved electrical inspection agency.
- All electrical cords shall be maintained in a safe condition and shall be secured to prevent damage.
- Exits shall be arranged to minimize the possibility that they might be blocked by any emergency.
- When two (2) or more exits are required Illuminated Exit Signs shall be provided.
- A site plan shall be submitted indicating the location of the tent(s) in relationship to other structure(s), tents, means of egresses, public right of ways and/or fire lanes.
- Detail drawings shall be submitted on the interior of the tent layout.



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- Cooking is not permitted within a tent that is occupied by the public. Tents or canopies where cooking equipment is not protected in accordance with NFPA 96 shall be separated from other tents or canopies, and shall not be occupied by the public.
- Movable cooking equipment shall have wheels removed or shall be placed on blocks or otherwise secured to prevent movement of the appliance during operation.
- Smoking shall not be permitted in any tent and plainly visible signs shall be posted that read as follows:
NO SMOKING
- All trash containers/receptacles shall be metal.
- All gasoline-powered generators shall be maintained a minimum distance of ten feet (10') feet from all combustible materials and/or LPG tanks.
- Spare fuel shall be stored in approved "Safety Containers".
- Storage of fuel shall be an outside area away from all combustible or ignition sources.

****Note: All temporary tent installation applications must be approved by the following departments before a permit will be issued:**

1. Office of the Fire Marshal
2. Building Department
3. Zoning



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Application for Temporary Tent Installation

Submit application via email: OCFM@oceancitymd.gov

Or by mail: **Office of the Fire Marshal**
P.O. Box 158
Ocean City, MD 21843

PLEASE TYPE OR PRINT CLEARLY AND COMPLETE ALL AREAS OF THE APPLICATION

Date of Proposed Tent Installation: _____ Date of Proposed Tent Removal: _____

Proposed Tent Location: _____ Ocean City, MD

Applicant Name or Business Name: _____

Applicant Address: _____

City: _____ State: _____ Zip Code: _____

Billing Address (if different than above): _____

Applicant Cell Phone #: _____ Business/Other Phone #: _____

Applicant Email Address: _____

****Site plan & flame propagation performance certification must be submitted with application****

Note: The issuance of the permit is based upon the information contained in this application only, and does not cover unsatisfactory conditions resulting from errors, omissions or failure to clearly indicate conditions. Any change(s) to the application shall be submitted to the Office of the Fire Marshal for review.

I hereby certify that I have read and understand the conditions and requirements for having this permit and agree to comply with the conditions and requirements. I understand that failure to comply with the conditions would mean cancellation of this permit and possible denial of future permits.

Applicants Signature: _____ Date: _____

For Official Use Only Below

Application received: _____ Permit application #: _____

Deputy Fire Marshal Assigned: _____ Reviewed and ready for invoicing: _____

Applicant notified permit is ready for issuance: _____