

**SANTA BARBARA COUNTY FIRE DEPARTMENT**  
**FIRE PREVENTION DIVISION**  
195 West Highway 246, Buellton, CA 93427 (805) 686-8170 Fax (805) 686-8183

**APPLICATION FOR TENT, CANOPY OR TEMPORARY MEMBRANE STRUCTURES**

Applicant Name (Print): \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Event Host (Print): \_\_\_\_\_ Phone: \_\_\_\_\_

1. Address/Location of Installation: \_\_\_\_\_

2. Event Date(s): \_\_\_\_\_

3. Installation Date: Set Up: \_\_\_\_\_ Take Down: \_\_\_\_\_

4. Billing Address: \_\_\_\_\_

5. Number of Tents: \_\_\_\_\_ Tent Size: \_\_\_\_\_ ft x \_\_\_\_\_ ft Tent Size: \_\_\_\_\_ ft x \_\_\_\_\_ ft

6. Tent Ready for Inspection: Date: \_\_\_\_\_ Approx Time: \_\_\_\_\_

7. Occupancy Use of Tent(s): \_\_\_\_\_

8. Are there to be inside decorations? YES \_\_\_\_\_ NO \_\_\_\_\_ Unknown \_\_\_\_\_

*NOTE: Certificates of Flame Resistance for all tent fabrics and all interior decorative fabrics shall be provided to the fire department prior to issuance of permits.*

9. Lighting: YES \_\_\_\_\_ NO \_\_\_\_\_ Heating: YES \_\_\_\_\_ NO \_\_\_\_\_

10. Cooking appliances to be used? YES \_\_\_\_\_ NO \_\_\_\_\_

*NOTE: Explain type of equipment to be used for heating and cooking appliances: \_\_\_\_\_*

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**A PLOT PLAN SHOWING THE FOLLOWING INFORMATION MUST BE PROVIDED (See page 2 for example):**

**1. Location of tents or canopies:**

- a. Property Lines - must be a minimum of 20 ft. from tent/canopy
- b. Building Structures - must be a minimum of 20 ft. from tent/canopy
- c. Vehicle Parking - must be a minimum of 20 ft. from tent/canopy
- d. Liquefied Petroleum Gas Containers - must be 5 ft. – 50 ft. from tent/canopy
- e. Flammable and Combustible Liquids - must be a minimum of 50 ft. from tent/canopy
- f. Open Flame / BBQ - must be a minimum of 20 ft. from tent/canopy

**2. Location of NO SMOKING SIGNS and FIRE EXTINGUISHERS:**

- a. No Smoking signs shall be posted
- b. Smoking shall not be allowed within 20 feet of canopy
- c. One Class 2-A fire extinguisher shall be provided in every tent having a floor area between 500 and 1000 sq. ft. In addition, one 2-A extinguisher shall be placed in each auxiliary adjacent tent and one additional extinguisher provided for each additional 2000 sq. ft. or fraction thereof.

**3. Exits:**

- a. No point in tent to be more than 100 ft. from an exit
- b. Exit signs required to clearly indicate the direction of egress when the exit serves an occupant load of 50 or more

**4. Seating:**

- a. When seating is reserved, submit minimum 8½ in. x 11 in. plan with minimum isle measurements and all other requirements

**5. Combustibles:**

- a. No flammable vegetation within 30 ft. of any tent
- b. Hay, straw, trash or other flammable material shall be stored more than 30 ft. from any tent

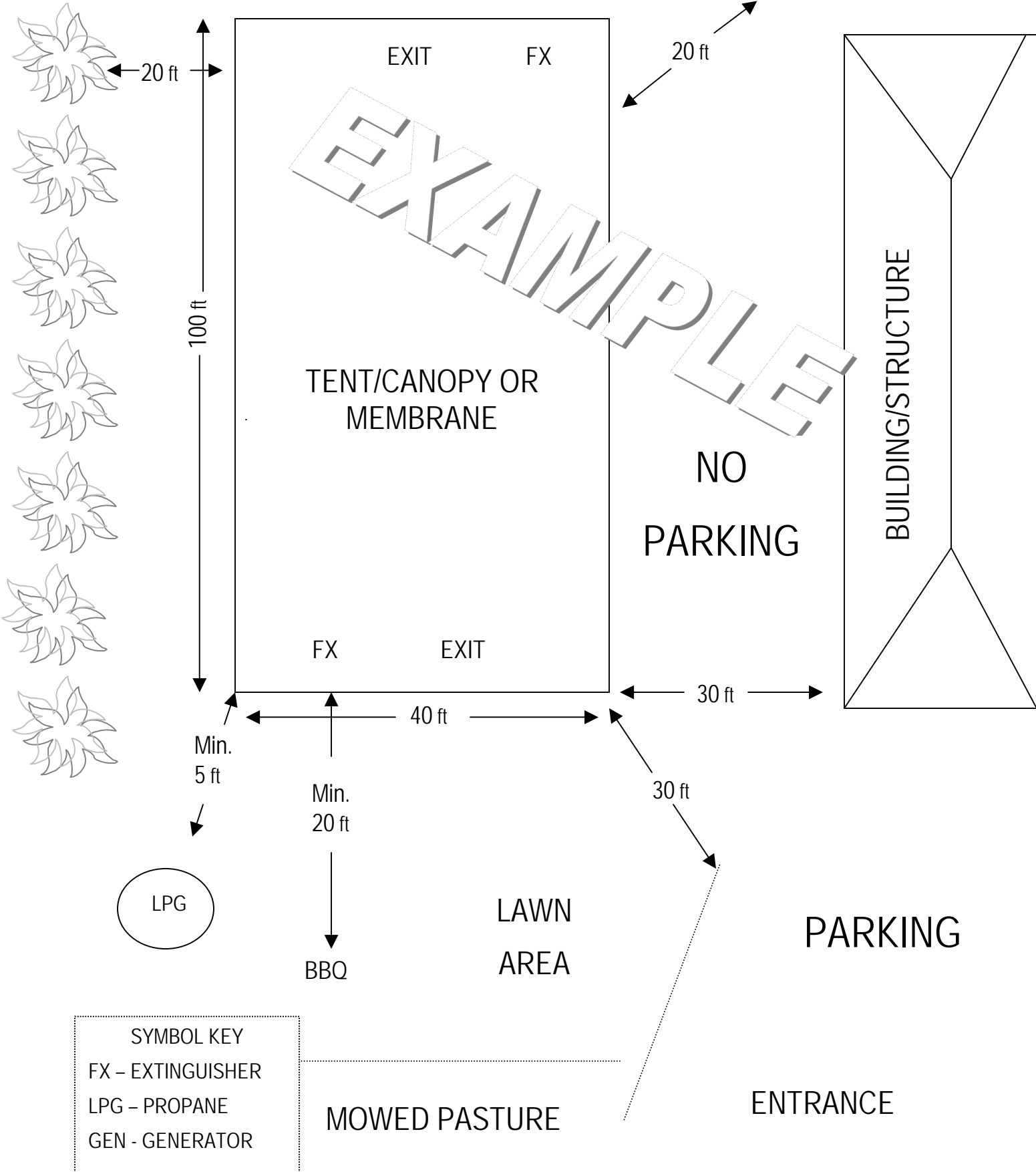
**A minimum of 72 hours notice is required to schedule inspections after completed and approved application and fees have been submitted. If tent or canopy does not meet the above requirements, a permit will not be issued and a re-inspection fee will be required.**

Event Name: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Phone #: \_\_\_\_\_



SYMBOL KEY  
 FX - EXTINGUISHER  
 LPG - PROPANE  
 GEN - GENERATOR