

Tent/Canopy Requirements Information Sheet

1. No permit is required for tents under 200 square feet and canopies under 400 square feet. However, both must meet 10 foot setbacks and traffic circulation and fire lanes must be maintained.
2. Tents/canopies must be of an approved type and conform with provisions of the *Minnesota Fire Prevention Code, Chapter 6, Article II*. The tent area and surrounding 30 feet must be clear of combustibles.
3. Tents/canopies must be set back at least 10 feet from any property line.
4. The Tent/Canopy Permit Application must be totally completed, including dates and times of events, date and time of installation, contact name and phone number.
5. If cooking or serving food, contact Environmental Services at 952-563-8934.
6. Provide a letter describing the event.
7. Provide a site plan showing:
 - Location of tent/canopy.
 - Size of tent/canopy.
 - Parking.
 - Fire lane provisions.
 - Distances to structures and property lines.
8. If applicable, provide an interior plan showing:
 - Exiting/signs.
 - Stage location and size.
 - Fire extinguishers.
 - Trash collection.
 - Seating.
 - Electrical/exit lighting.
 - Heating.
 - Floor covering.
9. Refer to *Bloomington City Code, Section 19.63.06*, for additional information.
10. Call the Fire Prevention Division at 952-563-8933 for an inspection of the tent/canopy once it is erected.

Questions?

Contact the Fire Prevention Division
at 952-563-8933
or Fire Marshal Laura McCarthy
at 952-563-8965.