TOWN OF GREECE

Department of Technical Services

1 VINCE TOFANY BOULEVARD ~ ROCHESTER, NEW YORK 14612

Fire Marshal's Office

Phone (585) 723-2439 Fax (585) 723-2442

Jeffery L. McCann
Supervisor

Temporary Membrane Structures, Tents and Canopies Checklist

The following information will be needed as part of your permit process to erect one of the above listed structures inside the Town of Greece. **If the structure is greater than or equal to 400 Sqft or a 20' x 20' structure**, then the following requirements are subject to Chapter 31 of the 2020 Fire Code of New York State as outlined below.

☐ Permit Fee $125.00

☐Construction Documents

- ☐A Detailed Site Plan indicating where the tent will be located in relation to structures, roads, pathways etc.
- ☐A Detailed Floor Plan indicating seating, tables, chairs, heating & electrical equipment, cooking appliances.
- ☐The means of egress shall be indicated on the floor plan.

☐(2) Exits are the minimum required number of exits on all structures. More may be required based on the site plan submitted.

☐A Certificate from an approved testing agency shall be filed with this checklist for the flame propagation performance treatment meeting Test Method 2 of NFPA 701 for the following:

- Tents, canopies, membrane structure
- Floor coverings
- All appurtenances, side walls, drops, tarpaulins

☐All Tents, canopies and membrane structures must be labeled identifying the type, size and fabric material used.

☐Affidavit or affirmation shall be submitted to the Fire Code Official indicating the following:

- Names and address of owners of the tent or air-supported structure.
- Date the fabric was last treated with flame-retardant solution.
- Name of person or firm treating the material.
- Name of testing agency and test standard by which the fabric was tested.

*The Fire Code Official may require further safety measures consistent with section 403.12 of the NYS Fire Code.

FEE $125.00 (Check by Mail or Cash/Credit payable to Town of Greece)