



BENSALEM TOWNSHIP

Building and Planning Department
Fire Marshal's Office

Office 215-633-3617 • Fax 215-633-3662
2400 Byberry Road • Bensalem PA 19020



PERMIT REQUIREMENTS FOR TENTS/MEMBRANE STRUCTURES

A tent permit is required when a tent, 400 square feet or more, is erected on a commercial or residential property. The Fire Marshal's Office follows International Fire Code 2006.

FEES

COMMERCIAL - Less than 30 days in duration

- \$100.00 per tent
- plus \$50.00 per 1000 square feet or portion thereof (per tent).
- \$10.00 non-refundable application fee required for each permit at time of submission.

LONGER THAN 30 DAYS IN DURATION (COMMERCIAL) annually renewable permit

- \$100.00
- plus \$1.00 per square foot
- \$10.00 non-refundable application fee required for each permit at time of submission.

RESIDENTIAL - (one and two family dwellings)

- \$50.00 per tent
- \$10.00 non-refundable application fee required for each permit at time of submission.

All tent contractors must be licensed with the Fire Marshal's Office and be listed on the permit.

THE FOLLOWING IS REQUIRED WITH PERMIT APPLICATIONS:

- Plot plan showing location of all structures in regards to the tent.
- Egress plan of each tent.
- Flame Certificate for each tent being used (flame certification numbers submitted must match tents) .
- Application fee

INSPECTIONS ARE TO BE COMPLETED BY THE FIRE MARSHAL'S OFFICE PRIOR TO OCCUPYING THE TENT

Call 215-633-3617 to set up inspections. Please schedule inspections at least 48 hours in advance. Inspections must take place Monday through Friday (with the exception of Holidays observed by the Township) 9am-3pm. Inspections at any other time are subject to overtime fees of \$50.00 per hour with a minimum of 2 hours.

The permit review process takes approximately 2-3 weeks.
Original issued permit shall remain on site.

No work shall begin until permits are approved and issued. Any work done without permits will have the fees tripled; and will comply with any revisions required by the Fire Marshal's Office.

If you have any questions regarding the permit process or requirements, please call 215-633-3617
These are general guidelines and are subject to change.