

Village of Rhinebeck
Zoning & Code Enforcement Office
76 East Market Street
Rhinebeck NY 12572
Phone (845) 876-1922 Fax (845) 876 5453

TENT/CANOPY PERMIT APPLICATION

Plans are required to be submitted no later than 14 days prior to the event in order to ensure problems can be addressed before the event.

Tents, canopies and other membrane structures must comply with Chapter 24 of the Fire Code of New York State. Tents and/or membrane structures having an area in excess of 200 square feet and canopies in excess of 400 square feet shall not be erected, operated or maintained for any purpose without approval from a Village of Rhinebeck Code Enforcement Official, and an operating permit being issued.

EXCEPTIONS:

Tents used exclusively for recreational camping purposes. Fabric canopies and awnings open on all sides which comply with all of the following: Individual canopies having a maximum size of 700 square feet. The aggregate area of multiple canopies placed side by side without a fire break clearance of 12 feet not exceeding 700 square feet total. A minimum clearance of 12 feet to all structures and other tents.

A Building Permit is required for any electrical installation. An inspection by a qualified electrical inspector is required, and a compliance certificate issued, prior to the issuance of the operating permit.

Bldg. Permit # _____

Tent company name: _____

Tent company address: _____

Phone: _____ Fax: _____

Name of occupancy where tent/canopy is being erected: _____

Event address: _____, Rhinebeck, NY

Name of event: _____

Type of event: _____

Set up date: _____ Event dates: _____ Event times: _____ to _____

Number of tents: _____ Size of tent(s): _____

Number of canopies: _____ Size of canopy(s): _____

Distance between tents/canopies: _____

Distance to nearest building: _____ Distance to streets: _____

Electrical Contractor Name: _____ Phone: _____

Site Contact Person (Tent Co.): _____ Phone: _____

Site Contact Person for the Event: _____ Phone: _____

Desired Date for Inspection: _____ Desired Time: _____

Approved by: _____ Date: _____

Code Enforcement Officer