



Tent Permit

The City of Minot requires a fire department approved tent permit for any temporary tent or membrane structure with an area exceeding 400 square feet. To receive a permit, applicants will have to apply online at cityworks.minotnd.org for a tent permit. The following information will be required, along with meeting the general requirements listed. There are some exceptions to needing a permit and additional requirements for specified uses and sizes. These can be found in the 2021 International Fire Code or by calling the Minot Fire Department at 701-857-4740 option 1.

- Provide a detailed site plan and floor plan showing:
 - Dimensions of the structure
 - Means of egress
 - Seating capacity and arrangement
 - Equipment setup
 - Exit signs
 - Location of fire extinguishers
 - Include a plan showing the location and type of electrical, cooking, and heat-producing equipment (if applicable).
- Use Period:
 - Maximum 180 days within a 12-month period on a single premises
- Inspections:
 - At least twice per permit use period (unless the period is less than 30 days)
 - An inspection report may be required by the fire code official
- Access, Location, and Parking:
 - Fire apparatus access roads required
 - 20-foot (6096 mm) separation from lot lines, buildings, vehicles, etc., with some exceptions
- Structural Stability:
 - Must withstand weather elements and prevent collapse
 - Documentation of structural stability required
- Means of Egress:
 - Specific requirements for exit distribution, number, and width
 - Illumination of at least 1 foot-candle (11 lux) at floor level
 - Maintenance of required width and clearance
- Flame Propagation Performance:
 - Materials must be certified as meeting NFPA 701 standards
 - Certificate required before permit issuance

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2111 10th St. SW
Minot ND, 58701



P.O Box 5006
Minot ND, 58702



- Labeling:
 - Permanent label required with specific information about size, material, manufacturer, and flame retardant treatment
- Smoking:
 - Prohibited in tents and membrane structures
 - "No Smoking" signs required
- Fire Extinguishers:
 - Approved portable fire extinguishers required as per Section 906

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