



Howell Township Fire Bureau

TENT PERMIT REQUIREMENTS

CANOPIES, TENTS AND BOOTHS:

ALL Tents covering a minimum of a Ten (10) X Ten (10) area will be required to obtain a **Type 1** Permit from the Howell Fire Bureau.

Applications for permits must be submitted to the Howell Fire Bureau, prior to your event with Land Use Department Approval; including a drawing of the tent location on property.

ALL canopies on booths or tent booths shall be tested and Certified Flame Retardant (Proof of Certification shall be supplied to the Fire Bureau).

All tents shall be separated by five feet (5') of clear space when used for cooking. All prep-tents shall be flame retardant within twenty feet (20') of a tent used for cooking.

Any wood booths shall be constructed of Fire Rated Lumber.

Any plastic, or fabric material canopies, that are not certified Flame Retardant, will not be allowed for use in booths, with cooking or within twenty feet (20') of any cooking appliance.

FIRE EXTINGUISHERS:

All tents/ booths shall have a minimum of one (1) 2A10BC rated Fire Extinguisher, along with a current inspection tag, twelve (12) months or less.

If the inspectors determine that more than one (1) extinguisher is required in a booth, the extinguisher shall be installed by the vendor.

PERMIT APPLICATIONS AND FEES:

As per New Jersey Uniform Fire Prevention Code, permits will be required for cooking operations at all events held on commercial or public property.

Applications for permits must be submitted to the Howell Fire Bureau with the permit fee of \$42.00, minimum of fifteen (15) days prior to the event. All applications must include a sketch of your equipment set up and brief description of your operation. **Any inspections required to be performed outside normal working hours of Monday through Friday, 8:30 am – 4:30 pm will require a permit fee of \$100.00.**

The fire permit will be issued to each vendor after inspection is conducted on the first day of the event and the vendor is found to be in compliance with the Fire Code. No vendor will be permitted to operate without a valid permit.

If at any time during the event, the vendor or booth operator is found to be in violation of the fire code, the permit will be revoked and the operation will be shut down.

In addition, vendors or booth operators found to be non-compliant will be issued a Notice of Violation as established in the New Jersey Uniform Fire Code.

Cooking operations / Festivals require additional permit to be obtained from the Howell Fire Bureau.

In the event that you have special needs or have any concerns, please contact the Howell Fire Bureau Office.

Howell Township Fire Bureau – 4567 Route 9 North – Howell, NJ 07731
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