

HATFIELD TOWNSHIP

TENT PERMIT PROCEDURES

A tent permit is required for all tents of any use.

PART I – Location of Property – Complete address including city, state and zip code must be provided on all applications.

PARTS II thru VI – Complete every section.

PART VI - Plot Plan – Show all dimensions of entire property (length x width and square feet of entire lot). Identify streets adjacent to property. Place all buildings and parking lots with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. **The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.**

PART VIII – Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and contractor may be reached. Contractors making application must be registered with the township prior to starting construction.

PLANS AND SPECIFICATIONS

A. **DIMENSIONS** – Show all dimensions of all proposed structures – height (ground level to highest point of roof), width and length. Give overall floor plan showing interior layout and dimensions.

B. **ANCHORING** – Give all anchoring information.

ADDITIONAL INFORMATION

FEES – Permit fees must be submitted with the permit application. If paying by check, please make check payable to "Hatfield Township".

REVIEW – The application will be reviewed by the Code Enforcement, Zoning Department and Fire Marshals Office for compliance with all Hatfield Township codes and ordinances.

PERMIT GRANTED – **Work may not start until a permit has been approved and granted.** The permit cards are to be displayed so as to be visible from the street.

TENT VALIDATION – Maximum time tents may be erected is for one (1) week, unless otherwise noted on permit.

PLUMBING, ELECTRICAL AND HVAC – All plumbing, electrical, heating and air conditioning contractors and/or their personnel must be registered and provide a Certificate of Insurance verifying Worker's Compensation coverage, and Federal or State Employer Identification Number (EIN). In addition, each contractor must obtain the appropriate permits for the work to be done. All electrical work must be inspected by United Inspection Agency.

INSPECTIONS – Call the Township building department office (215-855-0900) at least 24 hours in advance to schedule each inspection. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, uninspected work will not be granted final approval.

HATFIELD TOWNSHIP

Application for Tent Permit

I - LOCATION OF PROPERTY

Address: _____ Suite #: _____ City: _____

State: _____ ZIP: _____

II - OWNERSHIP

☐ Private ☐ Public ☐ Tenant ☐ Other _____

III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: _____ Phone: _____

Company: _____

Address: _____

City: _____ Zip Code: _____

Email Address: _____

OWNER Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

CONTRACTOR Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

IV - TENT TYPE

☐ Traditional Frame ☐ High Peck Frame ☐ High Peck Tension
☐ Clear Span Structure ☐ Canopy ☐ Air Supported Membrane

V - PROPOSED USE

☐ Residential ☐ Retail ☐ Commercial Showroom ☐ Reception # Tables _____
Seats _____

Description _____

Date of Use _____

VI - DIMENSIONS

Tent Size: width, length and height) _____

Total square footage of floor area, based on exterior dimensions _____

PART VII – FEE (see fee schedule)

PERMIT FEE: \$ _____

VII - SITE OR PLOT PLAN –Please provide or attach plot plan details here.

VIII - SIGNATURE

Deposit of Check Representing the Fee for this Application does not Constitute Approval of or Granting of Same by Hatfield Township. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Hatfield Township.

SIGNATURE OF APPLICANT (Please print & sign)

DATE

SCHEDULE OF FEES

Tent Permit Fees.

Tent Accessible to the Public

- Temporary Structures – Air Supported, Tents and Canopies (Each Event)

Air Supported Membrane Structures 400 sq. ft. or greater	\$120.00
Tents with 1 or more sides 400 sq. ft or greater and tents/ canopies open on <u>all</u> sides 700 sq. ft or greater	\$ 60.00

- Electrical Permit for Temporary Service Required:

Regardless of size	\$175.00
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