



Rutherford County Fire-Rescue Department
Division of Fire Prevention - Fire Marshal's Office
2785 Barfield Road
Murfreesboro, Tennessee 37128
(615) 907-3600 Ext. 1



OPERATIONAL PERMIT REQUIRED – TEMP. MEMBRANE/TENTS

105.6.47- Tent Permits

Where Required

In accordance with Rutherford County's enacted permitting requirements. An operational permit is required to operate an air-supported temporary membrane structure, a temporary special event structure or a tent having an area in excess of 400 square feet.

Exceptions:

1. Tents used exclusively for recreational camping purposes.
2. Tents open on all sides, which comply with all of the following:
 - a. Individual tents having a maximum size of 700 square feet.
 - b. The aggregate area of multiple tents placed side by side without a fire break clearance of not less than 12 feet shall not exceed 700 square feet total.
 - c. A minimum clearance of 12 feet to structures and other tents shall be provided.

Permit Fee- \$50.00 per Tent/Membrane structure

Permit Period- Maximum of 180 days in a 12-month period.

Required Inspections

1. Life Safety Inspection

Permit Instructions

1. Permits can be obtained online by visiting <https://rutherfordcw.tngeo.com/PublicAccess>.
2. If the applicant does not have an account, one will need to be created.
3. Log in to permit portal using your username and password.
4. Select "Create Application" at the top of the screen.
5. Select "Fire Permits".

6. Select “Fire Operational Permits”.
7. Select “Temporary Membrane Structure Tent Permit”.
8. Fill out the permit application in its entirety. Omission of data fields will delay the permit approval process.
 - a. The following information shall be provided with the permit:
 - i. A detailed site and floor plan showing the following:
 - ii. Means of egress
 - iii. Seating capacity
 - iv. Arrangement of seating
 - v. Location and type of heating and electrical equipment
 - vi. Analysis of structural integrity
 - vii. Property owner/owner’s authorized agent name and contact information.
 - viii. Emergency contact during impairment period.
 - ix. Flame Resistance Certificate for the tent(s),
 - x. Certificate of Insurance
9. Once application is completed and submitted, it will be reviewed for completion and accepted or returned for the addition of missing information.
10. Once your permit application is accepted, you may contact Rutherford County Building Codes (615-898-7734) to process payment of permit fees.