

Notified Main Street

DATE: _____

CITY OF COLUMBIA CITY STREET CLOSING PERMIT

Phone: 260-248-5100

Fax: 260-248-5105

APPROVED DENIED

DATE: _____

Description of Event _____

Date(s) and Time(s) of Event: _____

Streets Requesting To Be Closed: _____

Time Streets are Requested to be Closed: _____ AM/PM on _____

Until: _____ AM/PM on _____

Special Needs: Electricity _____

Water _____

Street Barricades _____

Other _____

PLEASE SUBMIT A DRAWING OF ANY STRUCTURES THAT WILL BE LOCATED ON THE STREETS. THIS WILL BE NECESSARY FOR EMERGENCY VEHICLE ACCESS INFORMATION.

****APPLICANT IS RESPONSIBLE FOR CLEAN UP AFTER EVENT.****

Applicant Name: _____ Organization: _____

Address: _____

Phone: (____) _____ Date Submitted: _____

FOR OFFICE USE ONLY

Electric Department: ___ No Concerns ___ Concerns Signature: _____

Comments: _____

Water Department: ___ No Concerns ___ Concerns Signature: _____

Comments: _____

Street Department: ___ No Concerns ___ Concerns Signature: _____

Comments: _____

Police Department: ___ No Concerns ___ Concerns Signature: _____

Comments: _____

Fire Department: ___ No Concerns ___ Concerns Signature: _____

Comments: _____

Other Requirements: _____

TENTS AND OTHER MEMBRANE STRUCTURES
ANCHORAGE DOCUMENTATION

Documentation that tents and other membrane structures are roped, braced and anchored to withstand the weather and prevent collapse is required for every tent or membrane structure erected.

Specifically:

Section 3103.9 Indiana Fire Code 2014 ed.

Anchorage required. Tents or membrane structures and their appurtenances shall be adequately roped, braced and anchored to withstand the elements of weather and prevent against collapsing. Documentation of structural stability shall be furnished to the fire code official on request.

If no documentation is available, the installer shall sign the following statement and leave it with a responsible person associated with the event who will present the information to the fire code official upon request. If there is more than one installer for these items, each installer shall provide the required documentation or execute the following statement.

The purpose of this form is to eliminate return trips by the installer to the location of the tent or membrane structure to provide the required documentation or to verify the installation methods.

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I, _____ (name), installer for the tents and membrane structures at the _____ (event), do affirm that the installation is adequate to meet the requirements of the Indiana Fire Code as stated above.

Installer (Printed name)

Event Coordinator (Printed name)

Installer (Signature)

Event Coordinator (Signature)

_____ *Date*