



Wausau Fire Department

606 East Thomas Street
Wausau, WI 54403
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James E. Tipple, Mayor

Tracey Kujawa, Chief

Tents, Canopies, and Membrane Structure Requirements

- According to Wausau Municipal Code 17.49.010, permits are required for tents greater than 240 square feet.
- Tents are allowed only on a temporary basis.
 - Contact Diggers Hotline Inc. three business days prior to setup. (1-800-242-8511)
- Flame Resistance
 - All tent fabric shall be flame resistant.
 - Certificate of flame retardant must be permanently attached to all tent roof and side panels or a copy of the certificate provided by the manufacturer is acceptable – but must be available at our request.
- Portable fire extinguishers of approved types shall be installed.
 - Minimum of one 2A-10BC in all tents, (travel distance shall not exceed 75 feet)
 - All fire extinguishing equipment shall be inspected and serviced annually by a certified technician. The tag indicating the service date or a receipt of purchase shall be attached to the fire extinguisher or hood suppression system.
 - Extinguishers shall be hung in a visible location no higher than 44 inches above grade.
- Site plan shall be provided to the Fire Department when anticipated occupant load exceeds 50.
 - Tent location on the lot.
 - Location of other buildings or tent on the property.
 - Seating capacity.
 - Seating arrangement.
 - Egress paths including a minimum aisle width of 4 feet.
 - Exit locations.
 - Type of heating, location of heater(s); Location of heating fuel tank and type.
 - Location of electrical equipment and location of generator.
 - Location of fire apparatus access road.
 - Restricted parking areas should be clearly indicated.
- Exits
 - There shall be a minimum of 10 feet between stake lines for all tents exceeding 1,200 square feet.
 - Emergency access roads must have an unobstructed width of 20 feet. There shall be no dead ends greater than 150 feet.
- Flammable and combustible liquids are prohibited inside or near the tent. Hay, straw, and other flammable materials are prohibited within 10 feet of any tent.
- No open flame devices are allowed inside the tent except as provided below.
 - Restaurant style table candles and food warming candles are allowed with the approval of the Fire Chief.
- Tents shall be adequately guyed, supported, braced and tent stakes shall be properly capped
- In lieu of producing an automatic fire suppression system, tents in which cooking is performed must be separated from other public tents and structures.
 - All electrical heating and cooking equipment must comply with NFPA 70, National Electrical Code.
 - The use and installation of LP Gas equipment, such as tanks, piping, hoses, fittings, valves, tubing, and other related components shall be in accordance with NFPA 58, Liquefied Petroleum Gas Code.