

What are the minimum submittal requirements for a temporary structure?

***Completed Building Permit application**

***Site plan**

Must include distances from property lines, distances from other structures and distances from electrical outlets or generators.

***Fire retardant certificate**

Supplier should provide a copy of this to submit with application documents.

***Anchoring details**

The supplier should provide a copy of this to submit with application documents, detailing stakes or weighted ballasts.

City of Eustis
10 North Grove Street
Eustis FL 32726
(352) 589-4040
Website: Eustis.org

OUR MISSION:

Create a superior quality of life by engaging and partnering with the community to provide financially prudent and customer friendly services.



Permitting Procedures for Temporary Structures



Should you decide to erect a tent, canopy, stage or any other temporary structure, the City of Eustis Building Department is here to answer your questions.



The City Of Eustis
Building Department





STEPS FOR PERMITTING:

You may stop by the Building Department at 111 East Orange Avenue to pick up a permit application and ask any questions. You may also visit www.eustis.org to obtain the appropriate application form. Your completed application and other required documents may be submitted via email to building@eustis.org.

The application will be reviewed by our Building Official and any other necessary reviewers. You will be contacted by email with the plan review results.

Should you have any further questions, please contact the Building Department at (352) 483-5462.

Florida Building Code Section 3103 TEMPORARY STRUCTURES

3103.1 General. The provisions of sections 3103.1 through 3103.4 shall apply to structures erected for a period of less than 180 days. Tents and other membrane structures erected for a period of less than 180 days shall comply with the *Florida Fire Prevention Code*. Those erected for a longer period of time shall comply with applicable sections of this code.

3103.1.1. Temporary structures and uses shall conform to the structural strength, fire safety, *means of egress*, accessibility, light, ventilation and sanitary requirements of this code as necessary to ensure public health, safety and general welfare.

3103.1.2. Temporary structures that cover an area greater than 120 square feet, including connecting areas or spaces with a common *means of egress* or entrance that are used or intended to be used for the gathering together of 10 or more persons, shall not be erected, operated or maintained for any purpose without obtaining a *permit* from the *building official*.

3103.2. Construction documents. A *permit* application and *construction documents* shall be submitted for each installation of a temporary structure. The *construction documents* shall include a site plan indicating the location of the temporary structure and information delineating the *means of egress* and the *occupant load*.

3103.3 Location. Temporary structures shall be located in accordance with the requirements of Table 602 based on the *fire-resistance rating* of the *exterior walls* for the proposed type of construction.

3103.4 Means of Egress. Temporary structures shall conform to the *means of egress* requirements of Chapter 10 and shall have an *exit access* travel distance of 100 feet or less.



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