

TEMPORARY STRUCTURE PERMIT APPLICATION

City of Lawrence ~ Department of Public Works
9001 E 59th St, Suite 205 Lawrence, IN 46216
317-545-8787 fax: 317-549-4837

Permit # _____

1. ADDRESS: _____

2. OWNER INFORMATION:

NAME: _____ PHONE:(____) _____ - _____

ADDRESS: _____

CITY

STATE

ZIP CODE

3. EMERGENCY CONTACT (responsible for declaring evacuation of tent)

NAME: _____ PHONE:(____) _____ - _____

ADDRESS: _____

CITY

STATE

ZIP CODE

EMAIL: _____

4. PERMIT TYPE:

5. # OF TEMP STRUCTURES ON SITE: _____

TENT CANOPY OTHER _____

6. SQUARE FOOTAGE: _____ 7. OCCUPANT LOAD: _____

8. WIND THRESHOLD AT WHICH TENT WILL BE EVACUATED: _____

*****may not be greater than 25 mph for un-staked tents or 30 mph for staked tents without engineered plans*****

9. INTENDED USE/BASIC SCOPE OF WORK: _____

10. INSTALLTION DATE/TIME: _____ REMOVAL DATE/TIME: _____

11. SUBMITTAL CHECKLIST:

Detailed site plans to scale including the following: tent location; location of adjacent permanent structures and lot lines; adjacent vegetation; locations of guys wires, guys ropes, and other supports; access location and parking; fire breaks (if applicable)

Floor plans including the following: seating capacity and arrangement; required exits, egress illumination, aisles, exit signs; electrical distribution equipment; locations and types of all appliances, generators, and other miscellaneous equipment; heating and cooking equipment (if applicable)

Manufacturer's specifications and installation instructions

Flame propagation performance treatment certificate

12. APPLICANT FOR PERMITS:

Your name: _____

Business Name: _____ Lawrence License: _____

Address: _____ Phone #: _____

E-Mail: _____ Fax #: _____

The undersigned represents and promises:

The owner has authorized me to secure the building permits for this location. Information contained on this form, on the required plot plan, and on the required building plan is complete and accurate. I will be responsible for all work allowed by permits granted under this form being done in conformance with information on this form, the plot plan, the building plan, and applicable laws and ordinances. I understand that approval of plans and issuance of permits granted under this form does not obviate the need to comply with applicable laws and ordinances. I agree to hold harmless and indemnify the City of Lawrence for any claim against the City as the result of any act of commission or omission by or on behalf of the undersigned, his agent, principal, contractor, sub-contractor, materials man, or supplier.

Signature of Applicant, Contractor or Homeowner doing own work

Date