



Village of Itasca

Community Development Department

550 W. Irving Park Rd. Itasca, IL 60143

Phone: 630-773-5568 Fax: 630-773-0852

www.itasca.com

Tents:

The following is only applicable depending on the scope of the project. Please refer to the Village Code to find the current standards and amendments. [Village of Itasca: Code](#)

Building/Mechanical:

1. Prior to driving any tent stakes, ground rods, etc. area must be marked for underground utilities. Call Julie 800-892-0123 before you drive in stakes or dig.
2. Plans must include any repairs required for asphalt, concrete flatwork damaged due to tent stakes, ground rods, etc.
3. Seating shall be compliance with the latest State of Illinois, County and CDC guidelines for distancing mask wearing, etc.
4. Unless approved by a signed and sealed letter from an Illinois Licensed Design Professional, no additional loads (outside of banners, general lighting or other lightweight signage) may be imposed upon tent structural support.
5. As a condition of this permit, a tent must be examined daily to assure it is able to withstand all forces, lateral and wind related.
6. Tents shall be constructed according to manufacturing's installation instructions, especially with regards to securing against lateral and wind forces.
7. All work shall be performed as indicated on approved plans.

Fire Protection:

1. The details of the tent along with the flammability certificate on tent shall be provided to the Village, such certification shall include:
 - a. Name and address of the owner of the tent
 - b. Date the fabric was last treated with flame-retardant solution
 - c. Trade name or type testing agency and test standard by which the fabric was tested
 - d. Name of the testing agency and test standard by which the fabric was tested

2. The length of time that shall be expected to be of use shall be provided to the Village.
3. 3. All fire components (including but not limited to existing, capacity, materials shall be subjected to random field inspection(s).
4. Outdoor cooking that produced sparks of grease-laden vapors shall not be performed with 10 feet of a tent, canopy or membrane structure.
5. All required egress points shall be properly maintained and include visible signage
6. If business shall be conducted after sunset, the means of egress and exit signage shall be self-illuminating type or internally or externally illuminated supplied by two power sources, one of which shall be an approved emergency system.
7. Village code requires portable fire extinguishers for this occupancy. Please contact the fire department's size and location.
8. Post "No Smoking" sign the tent or canopy smoking strictly prohibits in these areas.

Electrical:

1. All metal framing parts and metal parts of vehicles or other equipment that contain or support electrical equipment to the grounding conductor of the circuit supplying the electrical equipment
2. All electrical components shall be subject to random field inspection(s).
3. Access to electrical components, service panels and disconnect means shall never be blocked for any reason
4. All electrical components shall be checked daily and maintained so as not to become damaged or any type of hazard

Zoning:

1. Provide site plan or aerial image showing propose location of tent
2. Tents cannot block any egress/ingress to building
3. Tents cannot block any handicapped/accessible parking spots
4. Tents cannot block any accessible pathways
5. Tent cannot block any vehicular egress/ingress to site

General:

1. All work must comply with the Village of Itasca's adopted building codes and amending ordinances
2. See website for codes: [Codes - Building & Zoning | Itasca, IL - Official Website](#)

3. Submit tent vendor, supplier, installer, and property owners' certificate of insurance listing to Village of Itasca as additional insured.
4. Contact Julie (Before You Dig) before work begins at 800-892-0123 or through their website: www.illinois1call.com