



Township of Parsippany- Troy Hills Building Department

Physical Address: 1001 Parsippany Blvd. Parsippany, NJ 07054

Business Phone: (973) 263-4366

Business Fax: (973) 263-1488

Tent Requirements

All tents require a Temporary Use Permit from the Zoning Department. Contact the Zoning Department at 973-263-4373 or visit at 1001 Parsippany Blvd. Lower Level. Temporary Use Permit Applications can be found at <https://www.parsippany.net/Content/pdf/forms/2003tempuseform.pdf>.

A Uniform Construction Code (UCC) Permit is ***NOT*** required for tents, tension membrane structures, or canopies that meet *ALL of the five criteria* listed below:

1. The tent, tensioned membrane structure, or canopy is *140 feet or less* in any dimension and *16,800 square feet or less* in area whether it is one unit or comprised of multiple units.
2. The tent, tensioned membrane structure, or canopy will remain in place for *fewer than 180 days*.
3. The tent, tensioned membrane structure, or canopy will be occupied only *between April 1st and November 30th*.
4. The tent, tensioned membrane structure, or canopy *does not have a permanent anchoring system or foundation*.
5. The tent, tensioned membrane structure, or canopy *does not* contain *platforms or bleachers greater than 11 feet in height*.

The tent, tensioned membrane structure, or canopy meeting the above criteria shall be subject to the permitting requirements of the Uniform Fire Code (N.J.A.C. 5:70-2.7). You will need to secure a Fire Prevention Permit from the Fire official by calling 973-263-7166

Regardless if the tent, tensioned membrane structure, or canopy requires a UCC permit, *a permit shall be required* for any electrical equipment, electrical wiring or mechanical equipment that would otherwise require a permit.