

# SPECIAL EVENT REQUIREMENTS

## CITY OF PLANO BUILDING INSPECTIONS DEPARTMENT

1. If you are using an electrical contractor, please list this contractor on your special event permit application. Be sure to include a contact number where the contractor can be reached at all times and his or her State of Texas Electrician License number.
2. All temporary wiring regardless of generator size shall comply with NEC 2008 Article 590 for temporary installations. Contact a qualified electrical contractor if unsure of these requirements.
3. All 125-volt, 15, 20, and 30 ampere receptacle outlets shall have ground-fault circuit-interrupter (GFCI) protection for personnel.
4. Protective mats or other approved means shall be placed over electrical cables on walkways.
5. Flame Retardant Certificates are required for tents. Each certificate shall indicate: identification and size of tent, type of fabric, trade name of chemical used to treat the fabric, name of the person or firm who treated the fabric, name and address of the owner of the tent and the date the fabric was last tested.
6. Tents shall not be located within 20 feet of property lines, buildings, temporary structures, parked or moving vehicles or internal combustion engines.
7. At least one type 2A : 10BC fire extinguisher must be provided in each tent for every 3000 sq. ft. and a maximum 75 feet of travel distance. The fire extinguisher must display a current tag.
8. Heating equipment and cooking shall be approved by the Fire Marshall's office (972.941.7161) and Health Departments (972.941.7143) respectively. Any outdoor cooking shall be a minimum of twenty (20'-0") feet away from tents.
9. Fences must be constructed of galvanized or painted metal wire mesh and posts. Barbed wire, concertina, razor wire, etc., are all prohibited in all districts except agricultural and industrial.
10. Fences must not exceed 8'-0" in height. Fences may be built up to all property lines, including the front property line, but may not be built on any easements. Visibility clips may be required at corner lots and an alley adjacent to a lot.
11. Fences that cross fire lanes will require fire access. Please contact the Fire Marshal's office (972.941.7161) with the Plano Fire Department.

Please see [www.buildinginspections.org](http://www.buildinginspections.org) for additional information and requirements. This document does not waive compliance with any and all applicable codes. If you have any questions, please contact the Building Inspections Department, at 972-941-7140.

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This handout is for informational purposes only and should not be relied on in place of official regulations and/or policies. The CITY OF PLANO makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided via the handout. Customers and citizens are personally responsible for complying with all local, state and federal laws pertaining to projects within the city. Copies of the CITY OF PLANO adopted codes and Zoning Ordinances can be found on the city website at [www.plano.gov](http://www.plano.gov) or at the CITY OF PLANO Municipal Center at 1520 Avenue K, Plano, Texas.

