



YOSEMITE COMMUNITY COLLEGE DISTRICT
MODESTO JUNIOR COLLEGE/COLUMBIA COLLEGE

Campus Tent and Heater Guidelines

Purpose

These guidelines are intended to clarify requirements for MJC campus events that require tents. They are based on Modesto Fire Department requirements and District Risk Management practices.

When These Guidelines Apply

- These guidelines apply whenever an event cannot be held indoors and a tent is required.
- A tent permit is required when any tent or temporary structure exceeds 400 square feet, or when multiple tents combined exceed 700 square feet.
- Smaller pop-up tents may not require a permit, but all tents must still meet basic safety expectations.

Permit Requirements

- A Tent Permit Application must be submitted to the Modesto Fire Department, Fire Prevention Division at least 14 days prior to the event.
- The permit must be approved by the Modesto Fire Department before tent installation.
- The application requires a basic site diagram. See the [Tent Guidelines](#) for details on what must be shown, including tent layout, surrounding structures, and fire-safety access.

Vendor and Department Responsibilities

- A reputable vendor must be used for tents and any heaters.
 - Both the vendor and the requesting department are responsible for complying with all Modesto Fire Department [Tent Guidelines](#), including those related to: space heaters, exit access and egress, and fire and life-safety clearances
- District staff are not responsible for assembling, operating, monitoring, or shutting down tents or heaters.

Fire / Safety Inspection

- A fire/safety inspection must be scheduled and completed, typically the day prior to the event, as required by the Modesto Fire Department.
- A vendor or provider representative must be present during the inspection.

Heater Use and General Safety Guidelines

Heaters may be used when all fire-code and manufacturer requirements are met. Key safety expectations include:

- Use heaters approved for tent use
- Maintain required clearances
- Ensure ventilation
- Keep fire extinguishers accessible
- Secure cords, hoses, and fuel sources
- Never leave heaters unattended

Reference Documents and Submittal Information

[Tent Permit Application](#) & [Tent Permit Guidelines](#)

Completed applications must be emailed to fireprevention@modestofire.com and cc: mccartys@yosemite.edu and guzmans@yosemite.edu

Planning and Coordination

Plan accordingly and coordinate early to avoid delays. Risk Management, Facilities and Events are available for consultation, but compliance with permitting, safety, and inspections remains the responsibility of the event organizer.