

**Permitting process for Electrical, Propane Gas and Tent permits @ Three County Fair  
2015**

**Propane Gas Permits** required for food vendors using propane fuel for appliances.

- a. The food vendor shall have the responsibility to give plans and schedule to Installing Propane Gas contractor Suburban Propane (see attached). There shall be only one gas Contractor per event. Fair shall select which contractor to supply propane for all events at fairgrounds
- b. Contractor submits completed Mass. Gas Application Form to Gas Inspector at least 72 hours prior to event taking place.
- c. Contractor schedules inspection with Gas Inspector for installation and Schedules Fire Department inspection for location of tanks, all inspections shall take place prior to event opening.
- d. Gas Inspector observes tests, inspects piping and approves or fails installation.

**Commercial Food Vendors** with mobile trailers may use their own tanks if they are of at least 100 pounds capacity and are securely attached to vending trailer. Small 20 lb or 30 lb propane tanks are not permitted. If you require a large tank they may be obtained from the Gas Contractor. All tanks should also be protected from vehicular or pedestrian traffic by a protective fence or barrier. All vendors are required to have a Fire Department Inspection & Gas Inspection prior to the event opening **No deliveries are allowed when Fair or events are open to the public.**

A dry chemical fire extinguisher is required at the booth.

**Electric Permits** required for all events with temporary power, Generators, temporary Service hookups.

- a. Electrical Contractor secures permit from Inspector of Wires.
- b. Fee based on number of events, 1 –20 \$100. – over 20 events \$300.
- c. Permit to be secured at least 48 hours prior to event taking place.
- d. Inspector of Wires observes and tests installation and approves or fails installation.

**Building permits for temporary structures, tents, stages.**

- a. Owner (Event Manager) secures permits for tents 10' x 12' and larger and for any stages to be erected, \$25 per structure, applications for structures must be in Building Department's office one week prior to event taking place.
- b. Tents and stages must be inspected by Building Department prior to event opening, a minimum of 48 hours notice given as to when structures will be set up so that inspections can be scheduled.

Plumbing and Gas Inspector	Larry F. Eldridge	587-1243
Inspector of Wires	Roger Malo	587-1244
Building Commissioner	Louis Hasbrouck	587-1240
Building Department Fax Number		587-1272

**Northampton Health Department**

All food vendors are required to contact the Northampton Health Department and obtain a temporary food service permit for the event 30 days prior to the event. The form is available on the website: <http://www.northamptonma.gov/gsuniverse/httpRoot/bohboard/>. Inspections will be conducted prior to operation to determine compliance with the state food code. For more information please contact Aimee Petrosky at 413-587-1217

Building Department & Board of Health Address     212 Main St,  
Northampton, MA 01060