



City of Raleigh

Enclosure Size:
12,991 sqft

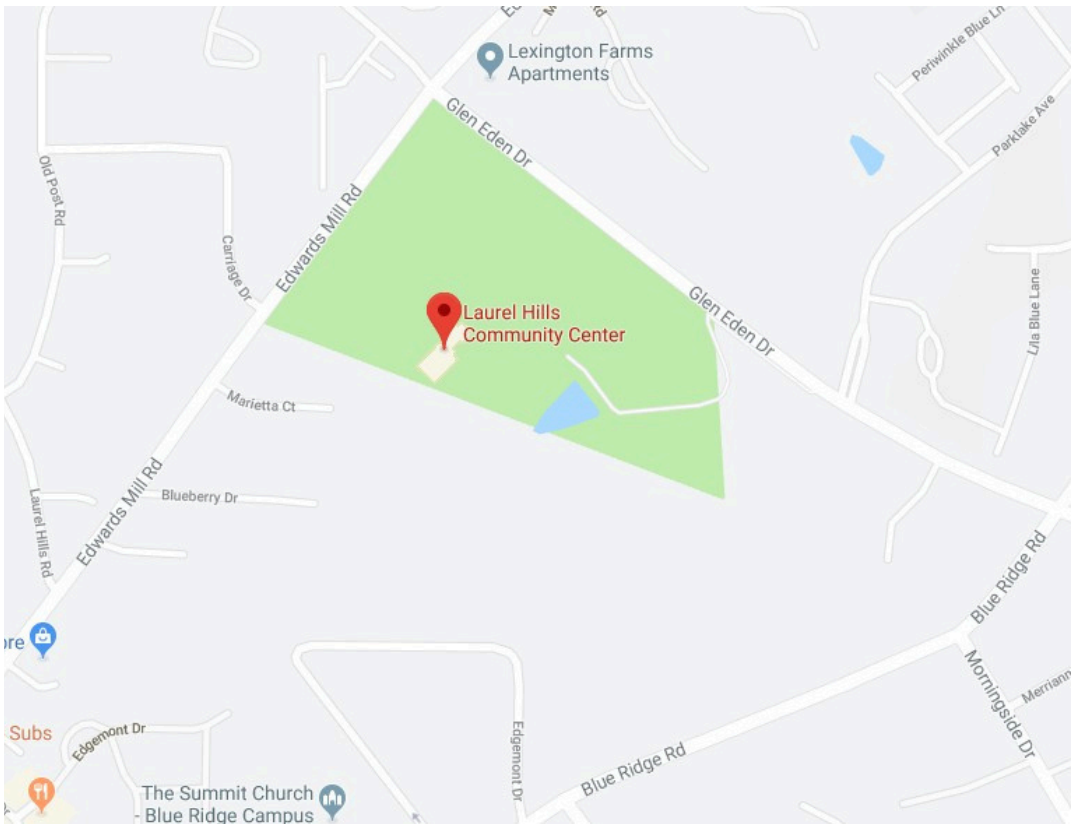
Parking Spaces:
200+

Election Last Used:
2024 Presidential

Laurel Hills Community Center

3808 Edwards Mill Road, Raleigh, NC 27612





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Legend

Voter Parking

Curbside Parking

Voting Enclosure

Voter Entrance

Voter Entrance: Voters enter through the main entrance.

Buffer Zone: Extends 50 feet from the door at the Voter Entrance.

Board of Elections

September 29, 2026 Board Meeting
Early Voting Campaigning Restrictions

Restriction Submitted by: Raleigh Parks, Recreation and Cultural Resources Department Policy

Impacted Early Voting Site: Abbotts Creek Community Center, John Chavis Memorial Park Community Center, Lake Lynn Community Center, Laurel Hills Community Center, Optimist Park Community Center

Tents, Canopies, and Shade Structures
Staff Information

1. **What is the purpose?**
   - To provide information and policies for individuals or groups that plan to use tents, canopies or other similar shade structures on City of Raleigh property or during City of Raleigh events.

2. **Definitions:**
   - Canopy- a pop up structure with one side or no sides
   - Tent- a pop up structure with two or more sides

3. **Rules and fire code provisions for portable tents, canopies or shade structures <u>less than 200 square feet:</u>**
   - Check with the site manager regarding where these structures are permitted to be placed at your location.
   - All tents, canopies, shade structures must be anchored using sand bags or similar to withstand elements of weather and prevent collapsing. Stakes may not be driven into the ground to erect these structures due to the possibility of underground irrigation. (NC 2403.9)
   - Open or exposed flame such as grills, deep fryers or other devices emitting flame are not be permitted inside or within 20 feet of the tent, canopy or structure while open to the public unless approved by the Fire Marshall. (NC Fire Code 2404.7)
   - Structures must have 12 feet of clearance with no obstructions and maintained on all sides of the tents, canopies and membrane structures unless otherwise approved by the fire marshall. (NC Fire Code 2403.8.5)
   - Each structure must have a portable fire extinguisher. (NC Fire Code 2404.12)
   - Flammable liquid-fueled equipment shall not be used in tents, canopies or membrane structures. (NC Fire Code 2404.17.1)

4. **If the tent structure has an area in excess of 200 square feet and canopies in excess of 400 square feet:**
   - The patron will be required to obtain a permit and approval from the fire marshall.
   - Full time staff should contact their immediate supervisor and PRCR Risk Management for assistance.
     - The online request for a permit can be found at on the City of Raleigh website.
     - Once approved, the approved permit will need to be submitted to the site manager at least 14 days prior to the rental.