

TENT PERMITS

A building permit is required for a tent or group of tents that is more than 60 sq. metres (645 sq. ft.) in aggregate ground area.

The following information is required in order to make an application for a building permit.

1. Building Permit Application

1.1. Completed building permit application form. The “description of work” line must include dimensions, the words “temporary tent” and the duration of time for which the tent is to remain on site. (ie. 40 foot x 40 foot Temporary Tent, August 6 to 12.)

1.2. **2 copies** of plans and specifications which provide the following information:

1.1.1. Copy of property survey showing:

- The location of all existing buildings on the property.
- The location and dimensions of the tent.
- The setbacks (distance) from property lines and existing buildings.
- The location of any “designated” fire routes on the property.
- Manufacturer’s specifications providing verification that the tent conforms to CAN/ULC S109M “Standard for Flame Tests of Flame Resistant Fabrics and Films” or NFPA 701 “Standard Method of Fire Tests for Flame Resistant Textiles and Films”.
- Specifications stamped by a professional engineer shall be provided for the supporting framing structure and anchorage system fall tents.
- Occupant load – the maximum number of people permitted to occupy the tent.
- Seating – if seating is provided show the number and arrangement of seats.
- Exits – Indicate the number of sides of the tent to be left open. If all sides are closed show the location and width of exits.

1.2. Permit fee: as per Schedule "A" of the current Building By-law.

NOTE:

For large tents, additional information concerning fire alarm systems, construction of bleachers, means of egress and sanitary facilities may be required for compliance with the Ontario Building Code.

2. Building Permit Issuance

2.1. Permits shall be released to the owner or applicant. The building department will release permits to the other parties only where written authorization has been received from the owner of the property or the applicant.

2.2. Where a permit is to be issued to a party other than the owner, a form (Owner Authorization Form) signed by the owner shall be submitted for the authorization of work to be undertaken on the owner’s property.

3. General Notes Forming Part of Plans Review for Tent Permit

Ontario Building Code - 3.13. Tents and Air Supported Structures

3.13.1.1. Application

(1) Except as provided in this Subsection, tents are exempted from complying with the requirements of this Code.

3.13.1.2. General

(1) Except as provided in Sentence (2), the requirements of this Subsection shall apply to all tents.

(2) Articles 3.13.1.4., 3.13.1.5., 3.13.1.6. and 3.13.1.10. apply to tents that:

- (a) do not exceed 225 m² in ground area,
- (b) do not exceed 225 m² in aggregate ground area and are closer than 3 m apart,
- (c) do not contain bleachers, and
- (d) are not enclosed with sidewalls.

3.13.1.3. Means of Egress

(1) Except as provided in Sentences (2) and (3), tents shall conform to Sections 3.3. and 3.4.

(2) A tent need not conform to Article 3.4.6.11. except where swing type doors are provided.

(3) Where the area between adjacent tents or a tent and the property line is used as a *means of egress*, the minimum width between stake lines shall be the width necessary for *means of egress*, but not less than 3 m.

3.13.1.4. Clearance to Other Structures

(1) Tents shall not be erected closer than 3 m to the property line.

(2) Except as provided in Sentences (3), (4) and (5), tents shall not be erected closer than 3 m to other tents or structures on the same property.

(3) A *walkway* between a *building* and a tent occupied by the public is permitted provided

- (a) the tent is not closer than 3 m from the *building*, and
- (b) the *walkway* conforms to Article 3.1.3.18.

(4) Tents not occupied by the public need not be separated from one another, and are permitted to be erected less than 3 m from other structures on the same property, where such closer spacing does not create a hazard to the public.

(5) Tents located on fair grounds or similar open spaces, need not be separated from one another provided such closer spacing does not create a hazard to the public.

3.13.1.5. Clearances to Flammable Material

(1) The ground enclosed by a tent and for not less than 3 m outside of such structure shall be cleared of all flammable or *combustible* material or vegetation that will carry fire.

3.13.1.6. Flame Resistance

(1) Every tent, and tarpaulins, decorative materials, fabrics and films used in connection with tents, shall be certified to CAN/ULC S-109-M, "Standard for Flame Tests of Flame-Resistant Fabrics and Films", or NFPA 701 "Standard Method of Fire Tests for Flame-Resistant Textiles and Films".

3.13.1.7. Design of Framing and Supports

(1) The supporting framing structure and anchorage system for tents shall be designed and reviewed by a *professional engineer*.

3.13.1.8. Bleachers

(1) Where bleachers are provided in tents, they shall be designed in conformance with Articles 3.3.2.8., 3.3.2.10., 4.1.6.11., and 4.1.10.6.

3.13.1.9. Sanitary Facilities

(1) Except as provided in Sentence (3), the minimum number of water closets for tents shall be determined in accordance with Table 3.7.4.3.E.

(2) Article 3.7.4.16. applies to sanitary facilities in Sentence (1).

(3) Sanitary privies, chemical closets or other means for the disposal of human waste may be provided in lieu of toilet fixtures.

3.13.1.10. Provision for Fire-fighting

(1) Access shall be provided to all tents for the purpose of fire-fighting.