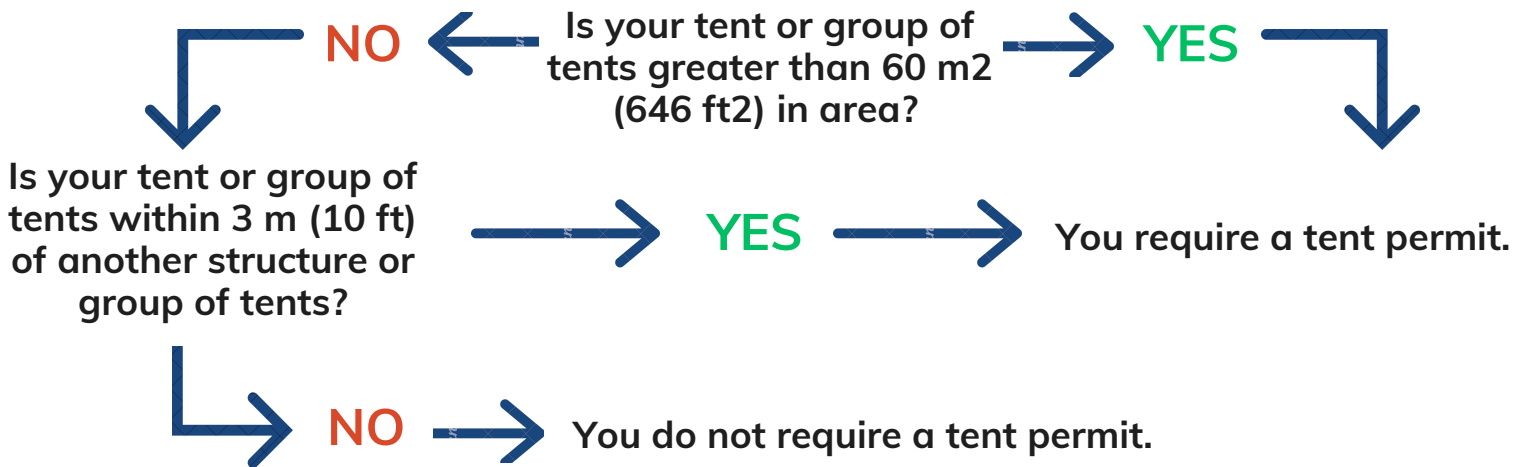


GUIDELINES FOR TENT PERMITS



DO YOU NEED A TENT PERMIT?



WHY ARE TENT PERMITS IMPORTANT?

Tent permits are required to ensure a tent is erected safely and is appropriate for the space available. There are three main areas of consideration:



ZONING BY-LAW

We'll look at where you plan to put your tent to make sure it adheres to the [City's Zoning By-Law](#).

We'll consider things like:

- Is it appropriate for your neighbourhood?
- Will it create an overcrowding issue?
- Are there any issues related to zoning?



BUILDING CODE

We'll consider if the construction of your tent meets the minimum design and building requirements set out in Section 3.14 of the [Ontario Building Code](#).

We'll consider things like:

- Does it pose a risk to public health and safety?
- What is the structural integrity of the tent?
- What type of construction methods are used?



FIRE CODE

It's important that your tent's design and materials adhere to the [Ontario Fire Code](#), which establishes the minimum requirements for fire safety.

We'll consider things like:

- What are the evacuation routes?
- Is there a fire prevention plan?
- What are the fire mitigation strategies?

TENT PERMIT CHECKLIST

PERMIT APPLICATION FORMS

- Completed [Building Permit Application](#)
- Completed [Schedule 1 "Designer Information Form"](#)
- Other Applicable Laws

PERMIT FEES

- See [Permit Fee By-Law](#)

CONSTRUCTION DRAWINGS

- Legible and scaled
- Two copies

Site plan shows:

- Size of tent m²/ft²
- Location of proposed tent
- Distance to adjacent buildings
- Access route for emergency vehicles
- Location and number of washrooms

Floor plan shows:

- Type of event
- Table layout
- Dance area and isle/exit widths
- Number of people attending the event

SUPPLEMENTAL DOCUMENTS

- Tent supplier drawings (anchorage details and framing instructions)
- If the tent is greater than 225 m² (2421 ft²) in area, a review by a professional engineer is required

TENT SAFETY CHECKLIST

All tents over 30 m² (323 ft²) that are occupied by the public must adhere to these safety regulations, as laid out in the [Ontario Fire Code](#).

- Flame-resistant material:** Your tent must be made of a flame-resistant textiles or be treated with a certified product that will ensure it is flame resistant.
- Up-to-date flame proofing:** If your tent is treated with a flame-resistant product, it may require review to ensure it still meets the standard.
- Clear space around your tent:** The space of 3 m around the outside of your tent should be kept clear of flammable materials and vegetation.
- No combustible materials in your tent:** Don't bring hay or straw into your tent without prior permission from the Fire Department.
- Fire extinguishers:** Have at least one 2A:10BC extinguisher. If you're cooking, you also need at least one 40BC or one Type K extinguisher.
- Electrical safety:** Ensure electrical fuses and switches are not accessible to the public.
- Open flames, grease and oil:** No open flames and no cooking methods that use or produce grease or oil.
- No smoking:** Don't smoke inside the tent.
- Have a clear evacuation route:** Keep it clear for emergency response teams.