



The Corporation of The Town of Amherstburg

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BUILDING DEPARTMENT



GUIDE TO TEMPORARY TENTS

www.amherstburg.ca

January 20, 2021

Temporary Tent Permit Checklist

No building permit required for tents or group of tents are

- a) Not more than 60 m² (646 ft²) in aggregate ground area
- b) Not attached to a building, and
- c) Constructed more than 3m (9'-10") from other structures

Zoning or other approval may be required even if a building permit is not required

The following items must be provided for a complete Building Permit application:

- Application for Permit to construct or demolish
- Certificate of Flame Resistance
- Two copies of site plan show location of tent
- Designer information
- Commitment of General Review
- Two copies of anchorage details by Professional Engineer
- Adequate sanitary facilities provided
- Permit Fee: \$102.00 (*subject to change*)

Qualified and Registered designer required if the tent or group of tents

- a) Exceed 225 m² (2420 ft²) in ground area (professional engineer required)
- b) Exceed 225 m² (2420 ft²) aggregate ground area and are closer than 3m apart,
- c) Contain bleachers. Or
- d) Are enclosed with sidewalls

A tent permit will either be issued or refused in 10 working days. Garden Centre applications may require Site Plan approval process.

Tent Permit Requirements

1. No permit is required for a tent or group of tents provided:
 - a) Aggregate ground area is less than 60 m² (646 ft²)
 - b) Detached from all buildings, and
 - c) Constructed greater than 3m (9'-10") from other structures

Zoning approval is always required

2. **The following is required for a permit for a tent or group of tents where:**

- a) Ground area is greater than 60 m² (646 ft²) and less than 225 m² (2420 ft²)
- b) Aggregate ground area is greater than 60 m² (646) ft²) and less than 225 m² (2420 ft²) and are closer than 3 m (9'-10") apart,
- c) Do not contain bleachers, and
- d) Are not enclosed with sidewalls

Required information:

- Application for a Permit to Construct or Demolish
- Designer sheet
- Two copies of Site Plan
- Two copies of tent drawings
- Certificate of flame resistance

3. **The following is required for a permit for a tent or group of tents where:**

- a) Total ground / aggregate area is greater than 225 m² (2420 ft²) or
- b) Contain bleachers or sidewalls

Required information:

- Application for Permit to Construct or Demolish
- Designer must be qualified with Ministry of Municipal Affairs and Housing for Building Structural and Small Buildings
- Two copies of Site Plan
- Two copies of tent drawings
- Two copies of P. Eng. Supporting structure and anchorage details
- Certificate of flame resistance
- Part 3 Commitment Form for Professional Engineer

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

For use by Principal Authority				
Application number:		Permit number (if different):		
Date received:		Roll number:		
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)				
A. Project information				
Building number, street name			Unit number	Lot/con.
Municipality	Postal code	Plan number/other description		
Project value est. \$		Area of work (m ²)		
B. Purpose of application				
New construction	Addition to an existing building	Alteration/repair	Demolition	Conditional Permit
Proposed use of building		Current use of building		
Description of proposed work				
C. Applicant				
		Applicant is: Owner or Authorized agent of owner		
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number		Fax	Cell number	
D. Owner (if different from applicant)				
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number		Fax	Cell number	

E. Builder (optional)				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number		Fax		Cell number
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			Yes	No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			Yes	No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			Yes	No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			Yes	No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			Yes	No
iv) The proposed building, construction or demolition will not contravene any applicable law.			Yes	No
I. Declaration of applicant				
I _____ declare that: (print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.