



The Corporation of The
Town of Amherstburg

BUILDING DEPARTMENT

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<https://www.amherstburg.ca/en/town-hall/building-applications-permits.aspx>



GUIDE TO TEMPORARY TENTS

Version: 2026

Tent Permit Requirements

1. **Permits are not 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.
2. **Permits are required 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) Not enclosed with sidewalls.

Required information for a Tent Permit (All documents to be submitted in Cloudpermit (<https://ca.cloudpermit.com>)).

- Application for a Permit to Construct or Demolish (Log on to Cloudpermit).
 - Designer Sheet (PDF or Cloudpermit form).
 - Site Plan showing the tent location and any other structures.
 - Tent drawings.
 - Certificate of flame resistance.
 - Adequate sanitary facilities be provided – Mark locations on the site plan.
3. **Permits are required 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 - All documents to be submitted in Cloudpermit (<https://ca.cloudpermit.com>)).

- Application for Permit to Construct or Demolish (Log on to Cloudpermit).
- The Designer must be qualified with Ministry of Municipal Affairs and Housing for Building Structural and Small Buildings.
- Site Plan showing the tent location and any other structures.
- Tent drawings.
- P. Eng. Supporting structure and anchorage details.
- Certificate of flame resistance.
- Part 3 Commitment Form for Professional Engineer.
- Adequate sanitary facilities be provided.

****Zoning approval is always required****

****It's the responsibility of the property owner and/or tent installer to verify location of services. Tents shall not be installed on septic beds****

What is the fee for a tent permit?

- Tent Permit Fee: \$123.00

All payments must be paid in cash, cheque or debit card. Credit card and online payments cannot be accepted at this time.