



## **TENT INFORMATION GUIDE**

### **When is a building permit required for a tent?**

- When a tent is more than 60 square meters (645 sqft) in area,
- When a group of tents spaced less than 3 meters (10') apart are more than 60 square meters in aggregate ground area (645 sqft), **or**
- When a tent is attached to another building.

### **What are drawing requirements for a tent permit?**

- A site plan (to scale & dimensioned) or survey of your lot showing the location of the tent in relation to other structures & property lines, location of fire access routes and washrooms.
- Structural drawings showing framing and anchorage details. If an individual tent is more than 225 square meters (2420 sqft) in area the drawings must be stamped and signed by a professional engineer.
- Floor plans showing the location of means of egress and exit facilities, seating plan and occupant load.
- Fabric specifications certificate must be provided. Material shall meet the requirements of CAN/ULC S109 **or** NFPA 701

**\*\*Note:** Along with the above required information, a complete building permit application must be provided.

### **What are Building Code requirements for a tent?**

- All tents must be at least 3 meters from property lines and other structures & tents on the same property.
- The grounds enclosed by a tent and extending for 3 meters beyond the perimeter of the tent must be level, and cleared of all flammable and combustible material or vegetation.
- Additional requirements apply to tents with sidewalls, bleachers, or individual tents or groups of tents less than 3 meters apart and more than 225 square meters in aggregate area.

**\*\*All tents must comply with 'SECTION 2.9 TENTS AND AIR-SUPPORTED STRUCTURES' of the Ontario Fire Protection and Prevention Act.\*\***



### **What is included in the cost of my building permit?**

- The cost of your permit includes the review of your proposed project to ensure building and zoning compliance, issuing of your building permit and the necessary building inspections.
- Please visit the Township website for the current building permit fees. All permit application fees are paid at time of application; we accept cheque and online payment by credit card, a convenience fee of 1.75% will be added to online payments.

### **How long does it take before I get my permit?**

- Once a complete application is made, the permit will be reviewed within a maximum of 10 business days. Within that time period, your permit will be issued, or more information regarding your project may be requested by the building department.

### **What inspections will be done?**

- Once erection of the tent is complete, a final inspection is required.
- All mandatory inspection will be listed on the permit.

### **Booking Inspections**

Please make your inspection request through **Cloudpermit**. If you have questions, you can email [services@puslinch.ca](mailto:services@puslinch.ca) or call the office at 519-763-1226 ext 181.

Inspections are conducted every Monday, Wednesday and Friday. Inspection requests must be received no later than 3:00pm the business day before the requested date. (Example: Friday inspection must be requested before 3:00pm Thursday afternoon).

### **Reminders**

- Respect your neighbor's privacy and property
- Use power tools with caution
- Always wear your personal protective equipment

### **Any questions**

- Phone: 519-763-1226 ext 181
- Email: [services@puslinch.ca](mailto:services@puslinch.ca)
- Web: [www.puslinch.ca](http://www.puslinch.ca)

**Permit applications are accepted online through CLOUDPERMIT, accessible through our website.**

<https://puslinch.ca/for-residents/home-property/building-renovation/>