



TEMPORARY STRUCTURES (TENT, STAGE, AIR SUPPORTED, BLEACHER)

A tent or a stage is a building without any foundation and can include a soft-sided or other structure designed to serve as a temporary structure. All structures must conform to the current Building Code and Fire Code.

The list below provides the common code requirements applying to tents, stages, electrical and lighting requirements in regards to tent and temporary structures. Additional requirements may apply depending on occupancy and use. All applicable legislation and conditions of the Safety Codes Act shall apply when installing a temporary tent and/or stage or bleachers.

Permit Requirements:

1. Building Permits are required for:

- a) **Tents:** when the tent, or group of tents meet any or all of the following criteria:
 - The individual tent, or group of tents collectively covers more than 60 m² (645 ft²) in total area;
 - The tent, or tents are located within 3 m (10 ft) of another tent or any other structure;
 - When on residential property, a tent of any size being used for commercial purposes (including tents for weddings); or
 - The tent(s) contain cooking equipment

- b) **Stages:**
 - When the stage is over 1.2 m (4 ft) above the ground.

- c) **Bleachers:**
 - All events.

Submission Requirements for Temporary Tents and Stage Permits:

- a) A Site plan showing the location of the tent structure(s) and the distances from all other structures.
- b) Description of the tent size and intended use.
- c) Floor layout of the interior of the tent showing the locations of tables, chairs, heaters and exits when professional involvement is required. (See Tent Tables and Seating Requirements below)
- d) Every tent, tarpaulins and decorative materials used in connection with a tent shall conform to the CAN/ULC-S109 "Standard for Flame Tests of Flame Resistance Fabrics and Films". Provide verification of the materials. *(This information can be found in the manufacturer's information sheet or can be provided by the professional installer.)*
- e) Design for the tent. The design of a tent when under 300 m² (3229 ft²) shall be as per manufactures recommendations. Design of a tent that exceeds 300 m² shall have its structure designed by a professional engineer. *(This information can be found in the manufacturer's information sheet or can be provided by the professional installer.)*
- f) Anchorage for the tent. Anchorage of a tent under 300 m² (3229 ft²) shall be as per manufactures recommendations. Anchorage of a tent that exceeds 300 m² shall have its anchorage designed by a professional engineer. *(This information can be found in the manufacturer's information sheet or can be provided by the professional installer.)*



- g) Description of stage size, including length, height and width. *(This information can be found in the manufacturer's information.)*

Tent Requirements:

- a) The ground enclosed by a tent and not less than 3m of ground outside the structure shall be cleared of all flammable material and vegetation that will spread fire.
- b) Multiple tents shall be considered as one tent when they are less than 3 m (9.8 ft) apart and placed with no separation between them in determining area for maximum tent size and area for anchorage.
- c) Two exits are required for every tent that is 150 m² (492.13 ft²) or more in size unless otherwise required by Code.
- d) Portable fire extinguishers shall be provided in all tents so that the travel distance does not exceed 75 ft between extinguishers unless otherwise required by Code.
- e) An approved ventilation system is required if there is cooking that produces grease/oily vapours inside the tent.
- f) Combustible materials such as hay, straw and shavings are not permitted within a tent where open flame or smoking is occurring.

Electrical & Gas Requirements:

- a) Permits are always required where plumbing, electrical or gas are being completed.
- b) Emergency lighting must be provided if the occupancy is greater than 60 people.
- c) Exit signs are required if the occupancy is greater than 150 people.
- d) All electrical system and equipment in a tent including electrical fuses and switches shall be inaccessible to the public.
- e) Cables on the ground in areas used by the public in a tent shall be placed in trenches or protected by covers to prevent damage from traffic or from becoming a tripping hazard.
- f) Electrical permits are required for all electrical installations.
- g) Gas permits are required for installations of gas heaters used to heat a tent. (Note: Construction heaters will not be allowed for use in tents of public occupancy).

Tent Tables and Seating Requirements:

- a) The spacing between rows of tables must be not less than 1,400 millimeters where seating is on both sides of the tables (chairs are back to back), and the spacing is to be 1,000 millimeters where seating is only on one side of the table.
- b) Every aisle shall have a clear width of not less than 1,100 millimeters.
- c) A dead end aisle shall not be longer than 6 meters.
- d) Aisles shall be located so that there are not more than seven seats between a seat and the nearest aisle (maximum of 15 seats between aisles).
- e) There shall be a minimum of 400 millimeters between the back of a row of seats and the front of the row behind.
- f) When the occupant load is greater than 200 people, seats shall be fastened together in groups no fewer than eight seats.
- g) The distance to exit doors by means of an aisle(s) shall not be more than 30 meters if the tent is unsprinklered and an assembly occupancy.