

Building Permit Requirements

Temporary Tent

A building permit is required for a tent or group of tents that is more than 60 square metres (645 sq. ft.) in aggregate ground area.

The following information is required at submission. Complete submissions can be processed within 10 business days.

Building Permit Application

1. **Completed building permit application** consisting of:

- "Owner's Authorization for Agent to Make an Application", if applicable
- Conservation Authority Approval, if applicable

When entering the application, the "description of work" line must include the tent dimensions, and the duration of time for which the tent is to remain on site. (i.e. 40' x 40' Temporary Tent, August 6 to 12).

2. **One (1) copy** (.pdf format) of plans and specifications which provide the following information:

- Copy of the site plan showing:
 - Location of all existing buildings on the property
 - Location and dimensions of the tent
 - Setbacks (distance) from property lines, existing buildings, and septic systems
 - Location of any 'designated' fire routes on the property
- Manufacturer's specification providing verification that the tent conforms to CAN/ULC S-109M "Standard for Flame Tests of Flame Resistant Fabrics and Films" or NFPA 701 "Standard Method of Fire Tests for Flame Resistant Textiles and Films"
- Specifications stamped by a professional engineer shall be provided for the supporting framing structure and anchorage system for all tents
- Occupant load - The maximum number of people permitted to occupy the tent
- Seating - If seating is provided show the number and arrangement of seats
- Exits - Indicate the number of sides of the tent to be left open; if all sides are closed show the location and width of exits

Note: For large tents, additional information concerning fire alarm systems, construction of bleachers, means of egress and sanitary facilities may be required for compliance with the Ontario Building Code.

General Building Inquiries:
buildingpermit@innisfil.ca
705-436-3710



Town of Innisfil
Community Development Standards Branch
2101 Innisfil Beach Road
Innisfil, Ontario
L9S 1A1
705-436-3710

Applications are submitted through [Cloudpermit](#) - an online system to apply and track building permits, make payments, request inspections, and receive email updates on the building permit process.

Fees & Issuance

1. A non-refundable application fee is due at the time of application submission. The application fee will be credited to your total amount due prior to permit issuance.
2. The balance of fees are due before the permit can be issued. You will receive a notification with your total and payment instructions. Once all fees are paid, the permit will be issued in [Cloudpermit](#).

Note: Fees are charged in accordance with the Town's Fees and Charges By-law, and are subject to change.

General Building Inquiries:
buildingpermit@innisfil.ca
705-436-3710

Nottawasaga Valley Conservation Authority
www.nvca.on.ca
705-424-1479

Lake Simcoe Region Conservation Authority
www.lsrca.on.ca
905-895-1281

**Owner's Authorization for
Agent to Make an Application**



**Town of Innisfil
Building Department**
2101 Innisfil Beach Road,
INNISFIL, ON L9S 1A1
Tel : 705-436-3710
1-888-436-3710
Fax: 705-436-7120

Date: _____ Permit No.: _____

Proposed Work: _____

Location: _____

The undersigned, being the owner(s) of the above referenced property, authorizes

Applicant Name

Address

to apply for a permit for the above referenced project on my behalf. I understand that I shall be responsible for the terms of the conditions contained in the permit.

(If owner is an INDIVIDUAL)

_____	_____
Owner's Name	Address
_____	_____
Owner's Signature	Phone No. / E-Mail

(If owner is a CORPORATION)

_____	_____
Owner's Name	Address
_____	_____
Name of Authorizing Officer	Phone No. / E-Mail

Signature of Authorizing Officer (I have authority to bind the Corporation)	