



Tent Permit Guide

Town of The Blue Mountains

All application forms, drawings, and related documents shall be submitted electronically in PDF format to build@thebluemountains.ca or by using our secure [ShareFile](#) system. Please refer to our [Electronic Submission Requirements Document](#)

Application Forms

1. Temporary Tents [Permit & Approval Guide](#) (specific information to Guide you with Tents in TBM)
2. [Tent Permit Application](#) **Permit Required when tent is greater than 60m²**
Must include size of tent, estimate of value, occupant load, and the date the tent will be erected and dismantled.

Construction Drawings & Specifications

3. Site Plan
 - Must indicate size and proposed location of tent.
 - Tent must be located a minimum distance of 3 meters from all property lines and other structures/buildings within the same property.

Fees and Charges

4. Tents to be erected for 14 days or less \$100.00
Tents to be erected for more than 14 days \$350.00
Blanket Tent Permit Fee: Max of 10 permits \$200.00

Comments

5. The Blue Mountains Building Department will carry out an inspection to determine compliance including provision of fire extinguishers and locations, access to exits, exits, clearance from sources of flame, setbacks from adjacent structures, etc. as per the Addendum to issued permit.
6. The Building Department is notified at time of permit issuance in order to conduct a tent inspection on the date of installation.

Next Steps

Submit complete application including supporting documentation, electronically to build@thebluemountains.ca . Application is reviewed for completeness and compliance with the Ontario Building Code and Applicable Law. Application review comments are provided during review to identify any outstanding requirements and to summarize permit fees. Permit will be issued when review is complete, and all fees are paid.