

# Planning an event? Get the right permits

## Sometimes events require permits from The City, to make sure they are safe for staff and attendees.

An event on a residential property does not need a building permit. It does not matter if you have a tent or not.

Outdoor community or business events, concerts and theatre performances might need permits. Often permits are needed for tents, canopies, stages, bleachers or interactive art installations.

Take the quiz below to determine what tier of tent or canopy you have. This will help you determine if you need to apply for a building permit.

	Yes	No
Is the total area of tents greater than 60 sq. m?		
Will your tent have an occupant load of more than 60 people?		
Will there be cooking or heating appliances within the tent or canopy?		
Is your tent, stage or bleachers custom built?		

If you answered “Yes” to any of the questions above, your tent is either Tier 2 or 3.

If you answered “No” to all the questions above, your tent is a Tier 1.

All tiers of tent must meet the building permit requirements outlined in the Temporary tents and canopies Building Advisory. If all the requirements are met, the table below shows when a building permit is needed.

Tent/canopy type	Building permit required
Tier 1	No
Tier 2	Yes, might qualify for quick release
Tier 3	Yes

### Additional information:

- All tents or canopies must be adequately braced, weighted or anchored to the ground.
- All tents and canopies must be set up and taken down under the supervision of an experienced, qualified person.
- All tents and canopies must be a minimum clearance of 3 m from any building, flammable material or vegetation that may spread fire.
- Tents or canopies should be labelled according to the CAN/ULC-S109 standard for flame resistant fabrics.
- For any type of gas or propane fired appliance or cooking appliances within a tent or canopy, please refer to the Temporary outdoor tents and canopies Building Advisory.
- Tents and canopies may have small electrical food warming appliances and small electrical space heaters.
- A tent, canopy or clusters of tents and canopies greater than 300 sq. m. in area will require professional involvement from an Architect and Structural Engineer.
- If you’re planning to have a stage, bleachers or interactive art installation as part of your event, you may need a building permit. These can be included as part of your tent or canopy building permit application.

For more information or a copy of the **Temporary outdoor tents and canopies Building Advisory** visit [calgary.ca/tents](http://calgary.ca/tents)

