



Township of  
**Leeds** and the  
**Thousand Islands**

# Tents

## Building Permit Application and Information Guide

### **Municipal Office**

1233 Prince Street  
P.O. Box 280  
Lansdowne, Ontario  
K0E 1L0  
Phone: 613-659-2415  
[www.leeds1000islands.ca](http://www.leeds1000islands.ca)

### **Office Hours**

Mon – Fri 9:00 am – 4:30 pm

### **Inspections**

[buildinginspections@  
townshipleeds.on.ca](mailto:buildinginspections@townshipleeds.on.ca)

### **General Inquiries and Application Submissions**

Building Assistant  
Ext. 206  
[buildingassistant@  
townshipleeds.on.ca](mailto:buildingassistant@townshipleeds.on.ca)

### **Building Code Inquires**

Chief Building Official  
Ext. 210  
[cbo@townshipleeds.on.ca](mailto:cbo@townshipleeds.on.ca)

# Building Permit Application Checklist

## Items Required for a Complete Building Application Submission

- Completed Application
- Copy of Deed (if not registered owner on file)
- Owner/Authorized Agent Responsibility Form
- Schedule 1: Designer Information Form (attached) or engineered drawings
- Agent Authorization Form (required if the property owner is not submitting the application)
- Plot Plan (sample attached). A plot plan may be hand drawn but it must be clear and drawn to scale.
- Details of the expected occupant load to determine the number of bathrooms required, if applicable.
- Payment of the applicable administration fees. Forms of payment taken at the Office are cash, cheque or debit only. Credit cards are not accepted.
  - Project valued under \$30,000                      Administration Fee = \$155

## Ontario Building Code Requirements

Referenced in 3.14 and 9.1.1.4

Tents **under 60 sq. m** do not require permits under Div. C 1.3.1.1

Tents **between 60 and 225 sq. m** that are unenclosed with side walls must meet 3.14.1.2 and must;

- a) Must be 3m apart and 3m from property lines
- b) Must be unenclosed with side walls
- c) Must be under 225 sq. m and have no bleachers inside
- d) Must have flame rating CAN/ULC S109 or NFPA 701

**Enclosed tents** must meet all of 3.14 including sanitary facilities.

**Tents over 225 sq. m** must meet all of 3.14 and must be designed and reviewed by a Professional Engineer for the structure and anchorage

# Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

<b>For use by Principal Authority</b>				
Application number:		Permit number (if different):		
Date received:		Roll number:		
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)				
<b>A. Project information</b>				
Building number, street name			Unit number	Lot/con.
Municipality	Postal code	Plan number/other description		
Project value est. \$		Area of work (m <sup>2</sup> )		
<b>B. Purpose of application</b>				
New construction	Addition to an existing building	Alteration/repair	Demolition	Conditional Permit
Proposed use of building		Current use of building		
Description of proposed work				
<b>C. Applicant</b>				
		Applicant is:	Owner or	Authorized agent of owner
Last name	First name	Corporation or partnership		
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	
<b>D. Owner (if different from applicant)</b>				
Last name	First name	Corporation or partnership		
Street address			Unit number	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number	Fax		Cell number	

<b>E. Builder (if known)</b>				
Last name		First name	Corporation or partnership (if applicable)	
Street address			Unit number	Lot/con.
Municipality		Postal code	Province	E-mail
Telephone number		Fax		Cell number
<b>F. New home construction licensing requirement</b>				
i. Is the proposed construction for a new home as defined in the <i>New Home Construction Licensing Act, 2017</i> ? If no, go to section G.			Yes	No
ii. Is a licence required under the <i>New Home Construction Licensing Act, 2017</i> ?			Yes	No
iii. If yes to (ii) provide licence number(s): _____				
<b>G. Required Schedules</b>				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
<b>H. Completeness and compliance with applicable law</b>				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			Yes	No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			Yes	No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			Yes	No
iv) The proposed building, construction or demolition will not contravene any applicable law.			Yes	No
<b>I. Declaration of applicant</b>				
I _____ declare that: (print name)				
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.				
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.				
_____		_____		
Date		Signature of applicant		

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 12th Floor. Toronto, ON M7A 2J3 (416) 585-6666.

## Applicable Law Requirements

### J. Municipal Contact List Authorization

Owners, Applicants and Builders understand and agree that their personal information, including email addresses and phone numbers, will be added to the Municipality's Contact List.  Yes  No

### K. Heritage Designation (for alterations, repair, renovation, demolition projects only)

Has this property been designated under the Ontario Heritage Act?  Yes  No

### L. Agricultural Operation – New or Expansion of a Livestock Facility

Is this application for a  new or  expanded livestock facility?  Yes  No

If yes, have you provided the Minimum Distance Separation Calculation or Nutrient Management Plan?  Yes  No

### M. Agency Approvals

**Cataraqui Region Conservation Authority** approval required if construction is within the regulatory boundary defined by the CRCA.  Yes  No

**St. Lawrence Parks Commission** approval required if the construction is within 150 feet of, or fronts or backs onto, the 1000 Islands Parkway.  Yes  No

**Ministry of Transportation** approval required if construction is within the MTO area of control.  Yes  No

**Leeds, Grenville and Lanark District Health Unit** approval is required if the new proposal relates to food services.  Yes  No

**Other Agency** Indicate Agency: \_\_\_\_\_  Yes  No

### N. Entrance Permit Approval

An approved Entrance Permit from the applicable road authority is required to be submitted with the application for any property that is vacant and being developed or if a new entrance is proposed to access the new construction. This does not include private lanes.  Yes  No

### O. Civic Address Approval – Required prior to the Issuance of a Building Permit

Does this property have a civic address? If no, please contact staff for an application form.  Yes  No

Does this property have a blue civic address blade installed on the property? If no, one must be purchased upon the issuance of the building permit. Installation of the blade/post on site is required prior to the first inspection.  Yes  No

### P. Owner's Authorization

I, \_\_\_\_\_ am the owner of the land that is subject to this application for a building permit and I authorize \_\_\_\_\_ to make this application on my behalf.

Date: \_\_\_\_\_ Signature of Owner(s): \_\_\_\_\_

### \*\*Important Information\*\*

**The Municipality notifies the following agencies concerning the approval of your building permit:**

- Municipal Property Assessment Corporation
- Statistics Canada
- Leeds, Grenville and Lanark District Health Unit
- Canada Mortgage and Housing

**It is your responsibility to notify the following agencies concerning the approval of your building permit and obtain all required permits from their office prior to starting construction.**

- Tarion New Home Warranty (New Dwellings)
- Electrical Safety Authority (All project involving electrical)
- Ministry of Labour (projects valued \$50,000 and greater)

**\*\* Failure to submit any of the required information may result in the application being returned. \*\***

**Records of Site Condition O.Reg. 153/04**

When a property is being proposed for a more sensitive land use than its current or most recent use then a Record of Site Condition (RSC) per the Environmental Protection Act (EPA) is required prior to land use change.

Please indicate ('x') if the lands in respect of which the building permit application is made have been used for any of the following uses:

<b>X</b>	<b>Potentially Contaminating Activity</b>	<b>X</b>	<b>Potentially Contaminating Activity</b>
	Acid and Alkali Manufacturing, Processing and Bulk Storage		Importation of Fill Material of Unknown Quality
	Adhesives and Resins Manufacturing, Processing and Bulk Storage		Ink Manufacturing, Processing and Bulk Storage
	Airstrips and Hangars Operation		Iron and Steel Manufacturing and Processing
	Antifreeze and De-icing Manufacturing and Bulk Storage		Metal Treatment, Coating, Plating and Finishing
	Asphalt and Bitumen Manufacturing		Metal Fabrication
	Battery Manufacturing, Recycling and Bulk Storage		Mining, Smelting and Refining; Ore Processing; Tailings Storage
	Boat Manufacturing		Oil Production
	Chemical Manufacturing, Processing and Bulk Storage		Operation of Dry Cleaning Equipment (where chemicals are used)
	Coal Gasification		Ordnance Use
	Commercial Autobody Shops		Paints Manufacturing, Processing and Bulk Storage
	Commercial Trucking and Container Terminals		Pesticides (including Herbicides, Fungicides and Anti-Fouling Agents) Manufacturing, Processing, Bulk Storage and Large-Scale Applications
	Concrete, Cement and Lime Manufacturing		Petroleum-derived Gas Refining, Manufacturing, Processing and Bulk Storage
	Cosmetics Manufacturing, Processing and Bulk Storage		Pharmaceutical Manufacturing and Processing
	Crude Oil Refining, Processing and Bulk Storage		Plastics (including Fibreglass) Manufacturing and Processing
	Discharge of Brine related to oil and gas production		Port Activities, including Operation and Maintenance of Wharves and Docks
	Drum and Barrel and Tank Reconditioning and Recycling		Pulp, Paper and Paperboard Manufacturing and Processing
	Dye Manufacturing, Processing and Bulk Storage		Rail Yards, Tracks and Spurs
	Electricity Generation, Transformation and Power Stations		Rubber Manufacturing and Processing
	Electronic and Computer Equipment Manufacturing		Salt Manufacturing, Processing and Bulk Storage
	Explosives and Ammunition Manufacturing, Production and Bulk Storage		Salvage Yard, including automobile wrecking
	Explosives and Firing Range		Soap and Detergent Manufacturing, Processing and Bulk Storage
	Fertilizer Manufacturing, Processing and Bulk Storage		Solvent Manufacturing, Processing and Bulk Storage
	Fire Retardant Manufacturing, Processing and Bulk Storage		Storage, maintenance, fuelling and repair of equipment, vehicles, and material used to maintain transportation systems
	Fire Training		Tannery
	Flocculants Manufacturing, Processing and Bulk Storage		Textile Manufacturing and Processing
	Foam and Expanded Foam Manufacturing and Processing		Transformer Manufacturing, Processing and Use
	Garages and Maintenance and Repair of Railcars, Marine Vehicles and Aviation Vehicles		Treatment of Sewage equal to or greater than 10,000 litres per day
	Gasoline and Associated Products Storage in Fixed Tanks		Vehicles and Associated Parts Manufacturing
	Glass Manufacturing		Waste Disposal and Waste Management, including thermal treatment, landfilling and transfer of waste, other than use of biosoils as soil conditioners
			Wood Treating and Preservative Facility and Bulk Storage of Treated and Preserved Wood Products

## Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

<b>A. Project Information</b>			
Building number, street name	Unit no.	Lot/con.	
Municipality	Postal code	Plan number/ other description	
<b>B. Individual who reviews and takes responsibility for design activities</b>			
Name	Firm		
Street address	Unit no.	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number	Fax number		Cell number
<b>C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]</b>			
House	HVAC – House	Building Structural	
Small Buildings	Building Services	Plumbing – House	
Large Buildings	Detection, Lighting and Power	Plumbing – All Buildings	
Complex Buildings	Fire Protection	On-site Sewage Systems	
Description of designer's work			
<b>D. Declaration of Designer</b>			
<p>I _____ declare that (choose one as appropriate):</p> <p style="text-align: center;">(print name)</p> <p>I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.</p> <p>Individual BCIN: _____</p> <p>Firm BCIN: _____</p> <p>I review and take responsibility for the design and am qualified in the appropriate category as an “other designer” under subsection 3.2.5. of Division C, of the Building Code.</p> <p>Individual BCIN: _____</p> <p>Basis for exemption from registration: _____</p> <p>The design work is exempt from the registration and qualification requirements of the Building Code.</p> <p>Basis for exemption from registration and qualification: _____</p> <p>I certify that:</p> <ol style="list-style-type: none"> <li>1. The information contained in this schedule is true to the best of my knowledge.</li> <li>2. I have submitted this application with the knowledge and consent of the firm.</li> </ol> <p style="text-align: center;">             _____              Date <span style="margin-left: 200px;">Signature of Designer</span> </p>			

**NOTE:**

1. For the purposes of this form, “individual” means the “person” referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Professional Engineers Ontario.

## Plot Plan

**\*\*Required for all new construction and demolitions\*\***

All structures and buildings in the Municipality must conform to the Township's Zoning By-Law as it is applicable law. In order to ensure that the proposed structure is in compliance with the Zoning By-Law, a complete plot plan with the following information is required for review:

Plot Plan Check List - Property Information	
<input type="checkbox"/> Dimensions of the property	<input type="checkbox"/> Dimensions and area of existing and proposed structures
<input type="checkbox"/> Location of existing or proposed septic system and well	<input type="checkbox"/> Height of the proposed structure
<input type="checkbox"/> Approximate location of all natural and artificial features	<input type="checkbox"/> Name of any road/private right-of-way within or abutting property
From the nearest point of the new construction:	
<input type="checkbox"/> Setbacks to centerline of adjacent roads	<input type="checkbox"/> Distance to the high water mark (if applicable)
<input type="checkbox"/> Distance to the edge of adjacent right-of-ways	<input type="checkbox"/> Distance to all property lines
	<input type="checkbox"/> Distance from accessory structure to main use

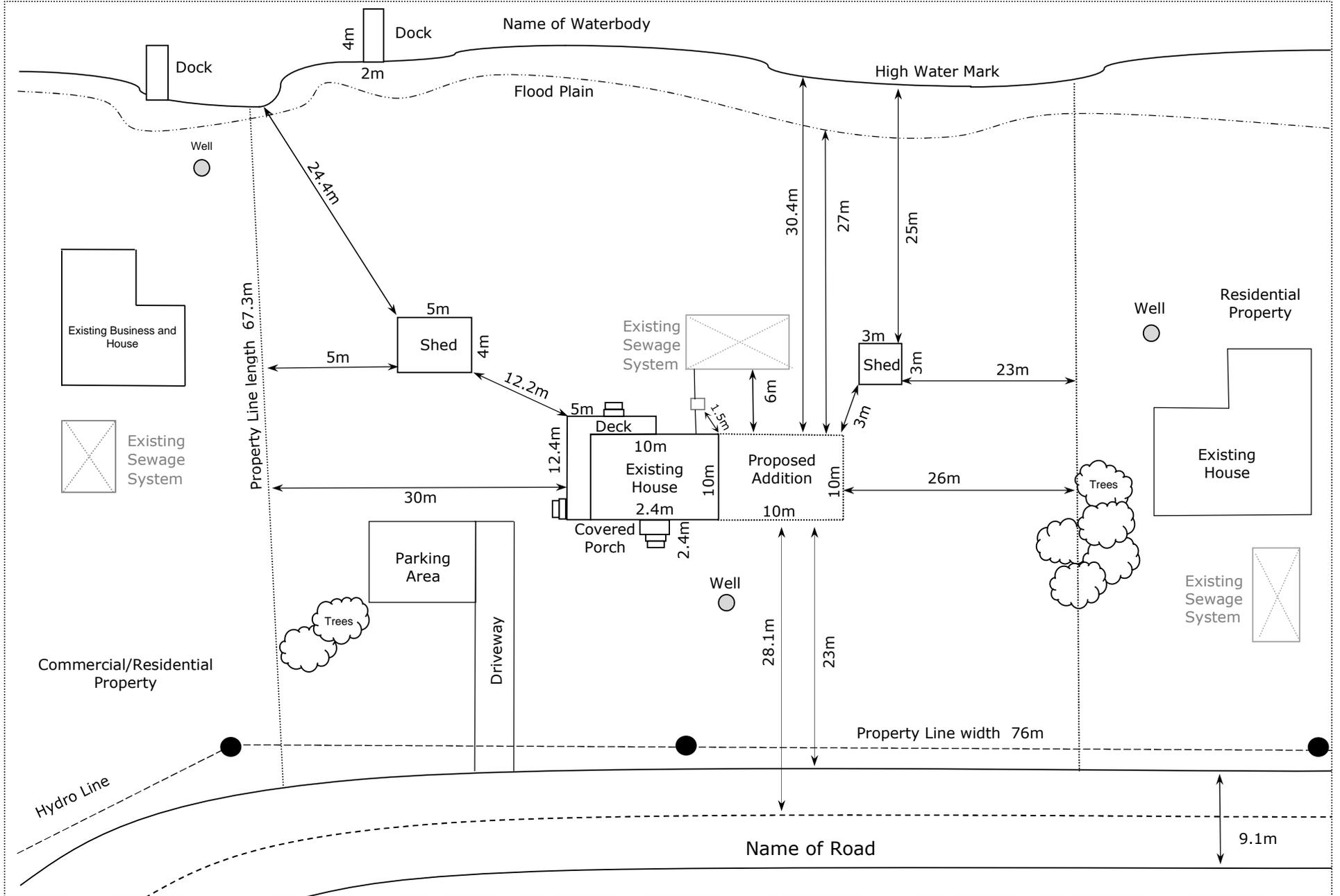


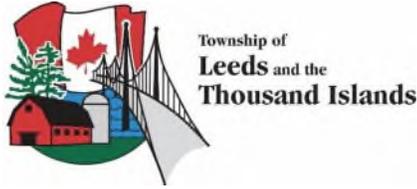



Check here if the Plot Plan is on a separate piece of paper and is attached to this application.

New Construction is to be a minimum of <input type="checkbox"/> 5 ft from septic tank <input type="checkbox"/> 17 ft from tile bed <input type="checkbox"/> 16 ft from hydro lines. Please Indicate the distances on the plot plan.	
Address of Property:	
Owner:	

# Sample Plot Plan





## Owner/Authorized Agent Responsibilities

### Project Location and Contact Information:

Property Owner(s): \_\_\_\_\_

Authorized Agent(s): \_\_\_\_\_

Property Roll Number: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Declaration

To the Township of Leeds and the Thousand Islands:

- I declare that I am the:      owner  
   authorized agent of the property owner listed above

As the owner/agent I hereby acknowledge:

- That the issuance of a building permit and/or a general site review by the Building Department Staff is not confirmation that all zoning setbacks have been adhered to. This includes but is not limited to separation of structures to the high water mark, lot lines, sewage systems and other structures. It is understood that it is the sole responsibility of the owner/agent to meet the setback requirements as set out in the Township of Leeds and the Thousand Islands Zoning By-Law;
- The owner(s) are obligated to arrange for the inspections indicated on the permit placard issued for the project, and that no work will proceed until the Building Inspector has inspected the various stages of construction indicated on the permit placard;
- Permit drawings and documents submitted with errors or omissions contained therein do not relieve the owner and/or authorized agent from the responsibility of completing all work to meet or exceed the requirements of the Ontario Building Code; and
- If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:** The Ontario Building Code Act requires that requests for inspections are made a minimum of two regular business days in advance of the regular business day upon which the inspection is needed.

- (2) Where it is necessary to change elevators to reach the entrance described in Sentence (1), the elevator system shall be designed so that not more than one change of elevator is required between
- (a) a platform and a *fare-paid area control*, and
  - (b) the *fare-paid area control* and the entrance.

#### **3.13.8.4. Emergency Operation of Elevators**

- (1) Manual emergency recall operation shall be provided for all elevators.
- (2) Key-operated switches for emergency recall described in Sentence (1) shall be provided and shall be located on the outside of each elevator shaft at the level of the *fare-paid area control*.
- (3) In-car emergency service switches shall be provided in all elevator cars.
- (4) Keys to operate the switches required in Sentences (2) and (3) shall be located at
  - (a) the annunciator required in Clause 3.13.5.5.(1)(a), and
  - (b) the collector's booth designated in Clause 3.13.5.5.(1)(b).

#### **3.13.8.5. Washrooms Required to be Barrier-Free**

- (1) A *barrier-free* path of travel shall be provided to the washrooms required in Article 3.13.6.2.
- (2) Where a washroom required in Sentence 3.13.6.2.(1) contains only one water closet and one lavatory, the washroom shall be designed in conformance with the requirements in Article 3.8.3.12.
- (3) Where a washroom required in Sentence 3.13.6.2.(1) contains more than one water closet, the washroom shall be designed in conformance with the requirements in Articles 3.8.3.8. to 3.8.3.11.
- (4) The washroom required in Sentence 3.13.6.2.(2) shall be designed in conformance with the requirements in Article 3.8.3.12.
- (5) The washrooms required in Sentence 3.13.6.2.(4) shall be designed in conformance with the requirements in Articles 3.8.3.8. to 3.8.3.11.

## **Section 3.14. Tents and Air-Supported Structures**

(See Note A-3.14.)

### **3.14.1. Tents**

#### **3.14.1.1. Application**

- (1) Except as provided in this Subsection, tents are exempt from complying with the requirements of this Division.

#### **3.14.1.2. General**

- (1) Except as provided in Sentence (2), the requirements of this Subsection shall apply to all tents.
- (2) Articles 3.14.1.3., 3.14.1.7. and 3.14.1.8. do not apply to tents that
  - (a) do not exceed 225 m<sup>2</sup> in ground area,
  - (b) do not exceed 225 m<sup>2</sup> in aggregate ground area and are closer than 3 m apart,
  - (c) do not contain bleachers, and
  - (d) are not enclosed with sidewalls.

### 3.14.1.3. Means of Egress

- (1) Except as provided in Sentences (2) and (3), tents shall conform to Sections 3.3. and 3.4.
- (2) A tent need not conform to Article 3.4.6.12. except where swing type doors are provided.
- (3) Where the area between adjacent tents or a tent and the property line is used as a *means of egress*, the minimum width between stake lines shall be the width necessary for *means of egress*, but not less than 3 m.

### 3.14.1.4. Clearance to Other Structures

- (1) Tents shall not be erected closer than 3 m to the property line.
- (2) Except as provided in Sentences (3) to (6), tents shall not be erected closer than 3 m to other tents or structures on the same property.
- (3) A *walkway* between a *building* and a tent occupied by the public is permitted provided
  - (a) the tent is not closer than 3 m from the *building*, and
  - (b) the *walkway* conforms to Article 3.2.3.19.
- (4) Tents not occupied by the public need not be separated from one another, and are permitted to be erected less than 3 m from other structures on the same property, where such closer spacing does not create a hazard to the public.
- (5) Tents located on fair grounds or similar open spaces, need not be separated from one another provided such closer spacing does not create a hazard to the public.
- (6) Where a tent is to be constructed in proximity to existing above ground electrical conductors, the tent shall be constructed in accordance with Article 3.1.20.1.

### 3.14.1.5. Clearances to Flammable Material

- (1) The ground enclosed by a tent and for not less than 3 m outside of such structure shall be cleared of all flammable or *combustible* material or vegetation that will carry fire.

### 3.14.1.6. Flame Resistance

- (1) Every tent, and tarpaulins, decorative materials, fabrics and films used in connection with tents, shall be certified to CAN/ULC-S109, "Standard Method for Flame Tests of Flame-Resistant Fabrics and Films," or NFPA 701, "Standard Methods of Fire Tests for Flame Propagation of Textiles and Films."

### 3.14.1.7. Bleachers

- (1) Where bleachers are provided in tents, they shall be designed in conformance with Articles 3.3.2.9., 3.3.2.12. and Subsection 4.1.5.

### 3.14.1.8. Sanitary Facilities

- (1) Except as provided in Sentence (3), the minimum number of water closets for tents shall be determined in accordance with Table 3.7.4.3.-E.
- (2) Article 3.7.4.16. applies to sanitary facilities in Sentence (1).

- (3) Sanitary privies, chemical closets or other means for the disposal of human waste may be provided in lieu of toilet fixtures.

### 3.14.1.9. Provision for Firefighting

- (1) Access shall be provided to all tents for the purpose of firefighting.

### 3.14.1.10. Electrical Systems

- (1) The electrical system and equipment in a tent, including electrical fuses and switches, shall be inaccessible to the public.
- (2) 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.

## 3.14.2. Air-Supported Structures

### 3.14.2.1. Application

- (1) Except as provided in this Subsection, the requirements of this Division apply to *air-supported structures*.

### 3.14.2.2. General

- (1) *Air-supported structures* shall not be used for Groups B, C or Group F, Division 1 *major occupancies* or for classrooms.
- (2) Except where no *fire separation* is required between *major occupancies*, *air-supported structures* shall contain not more than one *major occupancy*.
- r1 (3) Except as provided in Sentence (5), *air-supported structures* are exempt from complying with Articles 3.2.2.20. to 3.2.2.93., except for maximum *building* size.
- (4) *Air-supported structures* may be designed with interior walls, *mezzanines*, or similar *construction*.
- r1 (5) Interior construction contained within *air-supported structures* must meet the construction requirements of Articles 3.2.2.20. to 3.2.2.93.

### 3.14.2.3. Spatial Separation

- (1) Except as provided in Sentences (2) to (5), *air-supported structures* shall not be erected closer than 3 m to other structures on the same property or to the property line.
- (2) *Air-supported structures* not occupied by the public need not be separated from one another, and are permitted to be erected closer than 3 m from other structures on the same property where such closer spacing does not create a hazard to the *building* occupants or the public.
- (3) Except as provided in Sentence (4), an *air-supported structure* is permitted to be attached to another *building* provided the *building* to which it is attached
- (a) conforms to the requirements of other Parts of this Division based on the total *building areas* of the *air-supported structure* and the attached *building*,
- (b) is *sprinklered* throughout, and
- (c) is separated from the *air-supported structure* by a *fire separation* having a *fire-resistance rating* of not less than 1 h.

- (4) An *air-supported structure* is permitted to be attached to another *building* provided the *building* to which it is attached
- (a) has a *building area* not more than 200 m<sup>2</sup>,
  - (b) conforms to the requirements of other Parts of the Code based on the *building area* of the attached *building*, and
  - (c) is *sprinklered* or separated from the *air-supported structure* by a *fire separation* having a *fire-resistance rating* of not less than 1 h.
- (5) Where an *air-supported structure* is to be constructed in proximity to existing above ground electrical conductors, the *air-supported structure* shall be constructed in accordance with Article 3.1.20.1.

#### 3.14.2.4. Clearances to Flammable Material

- (1) The ground enclosed by an *air-supported structure* and for not less than 3 m outside of such structure shall be clear of all flammable or *combustible* material or vegetation that will carry fire.

#### 3.14.2.5. Flame Resistance

- (1) *Air-supported structures* shall be constructed of material conforming to CAN/ULC-S109, “Standard Method for Flame Tests of Flame-Resistant Fabrics and Films,” or NFPA 701, “Standard Methods of Fire Tests for Flame Propagation of Textiles and Films.”
- (2) Materials for fabrics used in connection with *air-supported structures* are exempt from compliance with the requirements for *flame-spread ratings* for interior finishes in Subsection 3.1.13.

#### 3.14.2.6. Emergency Air Supply

- (1) An *air-supported structure* designed for an *assembly occupancy* with an *occupant load* of more than 200 persons shall have either an automatic emergency engine-generator set capable of powering one blower continuously for 4 h, or a supplementary blower powered by an automatic internal combustion engine.

#### 3.14.2.7. Electrical Systems

- (1) The electrical system and equipment in an *air-supported structure*, including electrical fuses and switches, shall be inaccessible to the public.
- (2) Cables on the ground in areas used by the public in an *air-supported structure* shall be placed in trenches or protected by covers to prevent damage from traffic.

### Section 3.15. Signs

#### 3.15.1. Scope

##### 3.15.1.1. Application

- (1) Except as provided otherwise in Article 3.15.1.2. this Section shall apply to the erection of all signs.

##### 3.15.1.2. Exceptions

- (1) The following signs shall not be subject to the provisions of this Section
- (a) signs for regulating traffic or similar devices, legal notices or warnings at railroad crossings,

**Table 3.7.4.3.-E**  
**Water Closets for Assembly Occupancies**  
 Forming Part of Sentences 3.7.4.3.(5) and 3.14.1.8.(1)

Number of Persons of Each Sex	Minimum Number of Water Closets for Each Sex
1 to 50	2
51 to 70	3
71 to 90	4
91 to 110	5
111 to 140	6
141 to 180	7
181 to 220	8
221 to 260	9
over 260	10 plus 1 for each additional increment of 40 persons of each sex in excess of 260

(6) In every dining room, restaurant, cafeteria and alcoholic beverage establishment having more than 40 seats, separate sanitary facilities shall be provided for employees, in addition to facilities provided for patrons, and the number of water closets and lavatories required shall conform to Table 3.7.4.3.-F.

**Table 3.7.4.3.-F**  
**Plumbing Fixtures for Assembly Occupancies**  
 Forming Part of Sentence 3.7.4.3.(6)

Number of Employees of Each Sex	Minimum Number of Water Closets and Lavatories for Males	Minimum Number of Water Closets and Lavatories for Females
1 to 9	1	1
10 to 24	2	2
25 to 49	3	3
50 to 74	4	4
75 to 100	5	5
over 100	6 plus 1 for each additional increment of 30 male employees in excess of 100	6 plus 1 for each additional increment of 30 female employees in excess of 100

(7) Except as provided in Sentence (8), in every dining room, restaurant, cafeteria and alcoholic beverage establishment having not more than 40 seats, employees are permitted to share the sanitary facilities provided for patrons, and the minimum number of water closets shall conform to Table 3.7.4.3.-D based on

- (a) a male *occupant load* of 50% of the number of seats plus the number of male employees, and
- (b) a female *occupant load* of 50% of the number of seats plus the number of female employees.

(8) Where a separate employee washroom is provided, the same room may be used by both female and male employees provided that

- (a) the total number of employees is not more than 5, and
- (b) the door to the room can be locked from the inside.

(9) The number of employees in Sentences (6) to (8) shall be the maximum number of employees who are normally present on the premises at one time and shall include only those who are present for more than 25 per cent of the working day.

(5) The supporting framing structure and anchorage system for a tent occupying an area greater than 225 m<sup>2</sup> shall be designed by a *professional engineer*.

(6) A sign structure attached in any manner to a *building* shall be designed by an *architect* or a *professional engineer* or a combination of both where it is,

- (a) a projecting sign that weighs more than 115 kg, or
- (b) a roof sign that has any face that is more than 10 m<sup>2</sup>.

(7) A projecting sign attached in any manner to a parapet wall shall be designed by an *architect* or a *professional engineer* or a combination of both.

## 1.2.2. General Review

### 1.2.2.1. General Review by Architect or Professional Engineer

(1) The *construction*, including, for greater certainty, enlargement or alteration, of every *building* or part of it described in Table 1.2.2.1. shall be reviewed by an *architect* or a *professional engineer* or a combination of both as set out in Column 3 of the Table.

(2) A person who intends to *construct* or have *constructed* a *building* or part of it required by Sentences (1) and (4) to (9) to be reviewed by an *architect* or a *professional engineer* or a combination of both, shall ensure that an *architect*, *professional engineer* or both are retained to undertake the general review of the *construction* of the *building* in accordance with the performance standards of the Ontario Association of Architects or the Association of Professional Engineers of Ontario, as applicable, to determine whether the *construction* is in general conformity with the plans, sketches, drawings, graphic representations, specifications and other documents that form the basis for the issuance of a permit under section 8 of the Act or any changes to it authorized by the *chief building official*.

(3) The *architect*, *professional engineer* or both who have been retained to undertake the general review of the *construction* of a *building*, shall forward copies of written reports arising out of the general review to the *chief building official* or *registered code agency*, as the case may be.

(4) The *construction* of a *foundation* of a *building* shall be reviewed by a *professional engineer* where,

- (a) the *foundation* is to be *constructed* below the level of the footings of an adjacent *building* and within the angle of repose of the *soil*, as drawn from the bottom of the footings, or
- (b) *underpinning* of a *foundation* is to be undertaken.

(5) The *construction* of a sprinkler protected glazed wall assembly described in Article 3.1.8.20. of Division B shall be reviewed by a *professional engineer*.

(6) The *construction* of a *shelf and rack storage system* described in Section 3.16. of Division B shall be reviewed by a *professional engineer*.

(7) The *construction* of a supporting framing structure and anchorage system for a tent occupying an area greater than 225 m<sup>2</sup> shall be reviewed by a *professional engineer*.

(8) The *construction* of a sign structure shall be reviewed by an *architect* or a *professional engineer* or a combination of both, where the sign is,

- (a) a ground sign that exceeds 7.5 m in height above the adjacent finished ground,
- (b) a projecting sign that weighs more than 115 kg, or
- (c) a roof sign that has any face that is more than 10 m<sup>2</sup>.

(9) The *construction* of a projecting sign attached in any manner to a parapet wall shall be reviewed by an *architect*, *professional engineer* or a combination of both.