



BUILDING DEPARTMENT

100 Parkers Mill • Oswego, IL 60543 • (630) 554-2310 • Fax: (630) 554-7545
Website: <http://www.oswegoil.org>

GENERAL INSTRUCTIONS FOR TENTS AS TEMPORARY STRUCTURES

Tents, membrane structures and other structures erected for a period of less than 180 days. Those erected for a longer period of time shall comply with the separate requirements for a membrane structure as governed by Section 3103 of the International Building Code.

1. A Permit Is Required For Temporary Structures That Meet At Least One Of The Following:

- A. Covers an area in excess of 120 square feet.
- B. Used or intended to be used for the gathering together of ten or more persons.

Exception: Tents used exclusively for recreational camping purposes shall be exempt from the above requirements.

2. Documents Required When Applying For Permit:

- A. A completed accessory permit application signed and dated
- B. A site plan indicating the location of the temporary structure
- C. Information delineating the means of egress from the temporary structure
- D. Occupant load
- E. Flame resistance certification

Certification: An affidavit or affirmation shall be submitted to the code official and a copy retained on the premises on which the tent or air supported structure is located. The affidavit shall attest to the following information relative to the flame resistance of the fabric:

- 1. Names and addresses of the owners of the tent or air supported structure.
- 2. Date the fabric was last treated with flame resistant solution.
- 3. Trade name or kind of chemical used in treatment.
- 4. Name of person or firm treating the material.
- 5. Name of testing agency and test standard by which the fabric was tested.

4. Portable Fire Extinguishers:

- 1. At least one portable fire extinguisher with a minimum 4-A rating or two portable fire extinguishers with a minimum 2-A rating each shall be provided.
- 2. Portable fire extinguishers shall bear the label of an approved agency, be of an approved type and be installed in a visible location to which the occupants have access.

5. Fire Hazards:

- 1. Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent, canopy or membrane structure.
- 2. Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet of the tent, canopy or membrane structure.



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Building Permit Application for Existing and Accessory Structures

Permit No. _____

CUSTOMER DATA

Name of Owner: _____
Property Address: _____
Daytime Phone #: _____ Cell #: _____
Subdivision: _____

CONTRACTOR DATA

Name of Contractor: _____
Address of Contractor: _____
City: _____ State: _____ Zip: _____
Daytime Phone #: _____ Cell #: _____

PROPOSED PROJECT DATA

TOTAL OVERALL COST: \$ _____

DESCRIPTION OF WORK:

Existing Structure:

- ____ (5) **Remodel** / ____ (10) **Demolition** / ____ (9) **Re-roof**
- ____ (4) **Addition** / ____ (11) **Plumbing work** / ____ (11) **Electrical work**
- ____ (11) **Radon Mitigation** / ____ (4) **Garage/attached** ____ (3) **Garage/detached**

Accessory:

- ____ (3) **Fence** ____ wood ____ chain link ____ other - _____
____ new ____ replacement / height ____ 3' ____ 4' ____ 5' ____ 6'
- ____ (3) **Patio** size ____ X ____ / ____ concrete ____ pavers
- ____ (3) **Deck** / ____ (3) **Pergola** / ____ (3) **Service Walk** / ____ concrete ____ pavers
- ____ (3) **Driveway** ____ asphalt ____ concrete
- ____ (3) **Shed** size ____ X ____ / ____ pre-built ____ built on site
- ____ (3) **Swimming Pool** ____ above ground ____ in ground
- ____ (11) **Other** - describe _____
- ____ (19) **Temporary Pool**
- ____ (21) **Lawn Irrigation**

CERTIFICATION

The applicant agrees to conform to all applicable laws of this jurisdiction. I also agree that all work performed under this permit will be in accordance with the plans and specifications which accompany this application., except for such changes as may be required by the inspection officials.

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

Signed: _____
Signature of Owner or Owner's Agent

DATE

PERMIT APPROVED BY:

Building Inspector _____ Date _____