

Planning & Development Services Advisory

Tents & Temporary Structures

A building permit is generally required if you wish to erect a tent, stage or other temporary building as part of a public gathering. A development permit may be required for compliance with the [Zoning Bylaw](#) even if a building permit is not. **Permit applications are to be submitted a minimum of four (4) weeks prior to the event date.** Reference Regina.ca/Build for more information.

Permit for Temporary Structures (tents, greenhouses, event spaces):

- Required when an individual or group of temporary structures is greater than 60 square metres (646 sq. ft.)
 - Temporary structures spaced more than three metres apart can be considered as separate buildings.

Permit for Stages:

- Required when a stage is higher than 1.2 metres (48 inches) above grade.

Permit for Temporary Gazebos:

- Required for gazebos over 25 sq. m. (269 sq. ft.) when serving a residential dwelling unit.
- Required for gazebos over 60 sq. m. (646 sq. ft.) when serving more than one residential unit or commercial/public uses.

Permit for Temporary Buildings (warm up shelters/seasonal buildings):

- Required for a building over 10 sq. m. and used for any purpose other than an on-site construction office.

Application Process

Submit your completed application online through [eBuild](#). Reference the [application package](#) for the submission checklist of required documents. Work with the supplier to ensure all documents are provided.

Permit Fee

- Temporary Building Permit is \$138/month.

Required Inspection

- Final inspection – after construction or set up is complete.

Other Requirements

Other permit applications may be required when the event is on City of Regina property. These are separate from the building permit process:

- Parks – contact [Central Scheduling](#) to book the facility.
- Events that disrupt vehicular or pedestrian traffic – a [Temporary Street Use Permit](#) will be required to close the street or sidewalk.
- Events serving alcohol – a [Special Occasion Application](#) is required to obtain the SLGA permit (Note: when the event is **not** on City of Regina property, the applicant/owner will be responsible to obtain the necessary permits).

Please contact Service Regina [online](#) or by phone at 306-777-7000 for more information.