

TOWN OF TOPSHAM
TEMPORARY STRUCTURE PERMIT APPLICATION
For structures erected for a period of less than 180 days

Do I need a permit? In most cases the answer is no, however if the temporary structure covers an area in excess of 120 square feet (11.16 m2), including connecting areas or spaces with a common *means of egress* or entrance which are used or intended to be used for the gathering together of 10 or more persons, a permit is required.

Do setbacks apply? Zoning setbacks regulate permanent structures and do not apply to temporary. Other setbacks such as Shoreland, Floodplain and location in accordance with the requirements of Table 602 of the IBC code are applicable.

I would like to keep my temporary structure beyond 180 days, will this be an issue? After 180 days, the structure is considered permanent, a building permit is required and the structure must be shown to meet all applicable zoning and building code requirements.

Site Address: _____ Zone: _____ Map: _____ Lot: _____ Lot Area: _____

Length: _____ Width: _____ Height: _____

Applicant: _____ Phone Number: _____

Property Owner: _____ Phone Number: _____

Owners Mailing Address: _____

Setbacks of New Construction: Front(s) _____ ft; Side(s) _____ ft; Rear _____ ft; **or** See Attached Site Plan _____

Estimated Cost of Construction: \$ _____

PROJECT DESCRIPTION (ALSO INCLUDE REQUIRED ITEMS PER THE "PLAN REVIEW CHECKLIST")

TEMPORARY STRUCTURES, IBC 2009 SECTION 3103 (AS AMENDED)

3103.1 General. The provisions of this section shall apply to structures erected for a period of less than 180 days. ***Tents and other membrane structures erected for a period of less than 180 days shall comply with NFPA #1.*** Those erected for a longer period of time shall comply with applicable sections of this code.

3103.1.1 Permit required. Temporary structures that cover an area in excess of 120 square feet (11.16 m2), including connecting areas or spaces with a common *means of egress* or entrance which are used or intended to be used for the gathering together of 10 or more persons, shall not be erected, operated or maintained for any purpose without obtaining a *permit* from the *building official*.

3103.2 Construction documents. A *permit* application and *construction documents* shall be submitted for each installation of a temporary structure. The *construction documents* shall include a site plan indicating the location of the temporary structure and information delineating the *means of egress* and the *occupant load*.

3103.3 Location. Temporary structures shall be located in accordance with the requirements of Table 602 based on the *fire-resistance rating* of the *exterior walls* for the proposed type of construction.

3103.4 Means of egress. Temporary structures shall conform to the *means of egress* requirements of Chapter 10 and shall have a maximum *exit access travel distance* of 100 feet (30 480 mm).

I HERBY CERTIFY THAT: THE INFORMATION IN THIS APPLICATION IS COMPLETE AND CORRECT AND I AGREE TO COMPLY WITH ALL TOWN ORDINANCES AND LAWS APPLICABLE TO THIS PROJECT; I AM OR LEGALLY REPRESENT THE OWNER OF THE SUBJECT PROPERTY FOR THE PURPOSE OF OBTAINING THIS PERMIT

Signature of Applicant: _____ **Printed Name:** _____

Date: _____

FEE: \$30

FOR OFFICE USE ONLY

APPROVED / PENDING/DISAPPROVED; CEO SIGNATURE: _____ DATE: _____

NOTES:

In addition to the above code information, please provide a site plan containing the following:

- North arrow
- Distance to buildings measured perpendicular to property lines
- Distance between buildings

- Location of septic field, tank and well if applicable
- Driveway location
- Street names
- Water courses and water bodies, easements, rights of way and areas restricted by covenant

The space below may be used to show site information: