

SCOTT MESSER
Director

Construction Industry Communication #52

From: Amit Ghosh, Chief Building Official
Re: North Bank Park – Tent Permits for Private Events
Date: March 27, 2018

Background: The City of Columbus, Recreation and Parks Department, is the owner of North Bank Park located at 311 West Long Street. To increase occupant capacity for private events at this location, tents are installed, which require plan review and inspection according to the Ohio Building Code (OBC). Such tents are setup typically outside of standard business hours, requiring after-hours structural inspections at increased cost and often prevent a permit application from being submitted.

The Department of Building and Zoning Services (BZS), in conjunction with the Columbus Division of Fire and the Recreation and Parks Department, have developed common site plans and interior layouts to allow approved and registered general contractors to self-certify their installation meets OBC requirements and does not need to be inspected.

Memorandum:

Self-certification of North Bank Park Private Tent Permit Requirements:

- Plan approval and all necessary permits are required
- Tent permit must be issued to a BZS registered general contractor with a current self-certification acknowledgment form on file
- Fees for permits issued under this memorandum will be considered Commercial Minor Limited Scope as prescribed in the BZS fee schedule and Division of Fire fee schedule
- General contractor will self-certify that the installation and plan approval standards are met
- BZS reserves the right to perform audits and spot check installation
- Electric and Division of Fire inspections are required to be performed as needed
- Fees for Tent permits and inspections as prescribed in the BZS fee schedule will be required when the permittee is not a BZS registered self-certification acknowledged general contractor or the tent is not one of the three options on the common siteplans

For additional information, please call 614-645-6090 or visit our website at www.columbus.gov/bzs.