

JAN 22 2019

CITY OF COLUMBIA, ILLINOIS  
ORDINANCE NO. 3446

  
City Clerk

**AN ORDINANCE AMENDING TITLE 15 “BUILDINGS AND CONSTRUCTION” AND  
CHAPTER 18.25 “BUILDING PERMITS” OF THE CITY OF COLUMBIA MUNICIPAL  
CODE TO INCORPORATE TEMPORARY STRUCTURE PERMIT REQUIREMENTS  
AND APPROPRIATE FEES**

**WHEREAS**, the City Council of the City of Columbia (“City Council”) previously adopted Title 15 “Buildings and Construction” of the City of Columbia Municipal Code (“City Code”), establishing building permit and related construction requirements within the City of Columbia (“City”); and

**WHEREAS**, the City of Columbia wishes to permit and allow the temporary erection and use of tents, canopies, and similar membrane structures for various legal business activities, storage or special events;

**WHEREAS**, the City Council believes it is in the best interest of the City, to amend Title 15 “Buildings and Construction” of the City Code to establish a temporary structure permit requirement;

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Columbia, Illinois, as follows:

**Section 1.** The preceding recitals in the upper part of this ordinance are realleged, restated and adopted as paragraph one (“1”) of this Ordinance.

**Section 2.** Title 15 “Buildings and Construction” of the City Code shall be amended to incorporate Chapter 15.05 “Temporary Structure Permits” as follows:

**Chapter 15.05  
Temporary Structure Permits**

**Section 15.05.010 Definitions**

The following terms, for the purposes of this chapter, shall have the meanings shown herein.

**A. Air-Supported Structure.** A structure wherein the shape of the structure is attained by air pressure and occupants are within the elevated pressure area.

**B. Canopy.** A structure, enclosure or shelter constructed of fabric or pliable materials supported by any manner, except by air or the contents it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

**C. Membrane Structure.** An air-inflated, air-supported, cable or frame-covered structure as defined by the *International Building Code* and not otherwise defined as a tent or canopy.

**D. Temporary Structure.** Any tent, canopy or membrane structure neither intended as a permanent installation nor constructed on a permanent foundation and framework.

**E. Tent.** Any structure, enclosure or shelter, other than a canopy, constructed of fabric or pliable material supported by any manner except by air or the contents it protects.

## **Section 15.05.020 General Requirements and Applicability**

### **A. Applicability.**

1. A temporary structure permit and certificate of occupancy shall be required for:
  - (a) Individual tents and membrane structures having an area in excess of 400 square feet.
  - (b) Individual canopies having an area in excess of 700 square feet.
  - (b) Groupings of multiple temporary structures having an aggregate area in excess of the above listed size thresholds.
2. When erected for a special event or family event in a single-family residential zoning district, a temporary structure permit shall not be required for structures having an area less than the above listed size thresholds.
3. All temporary structures shall comply with all applicable provisions of the City Code.

### **B. Application Requirements.**

No application for a temporary structure permit shall be accepted without the following information required by the building and fire codes:

1. Completed and signed application
2. Site plan & floor plan
3. Manufacturer's proof/certification of flame spread/fire proofing and wind ratings
4. Other documentation as requested by the Building Official or designee

**C. Permit Period.**

1. Type A Permit: Short-term temporary structure permits shall be issued for the duration of a special event, business need, or emergency for a period not to exceed thirty (30) consecutive days, subject to an aggregate limit of sixty (60) days per calendar year per property parcel.
2. Type B Permit: Long-term temporary structure permits may be issued for up to one-hundred eighty (180) consecutive days subject to the following:
  - (a) Eligibility is limited commercial and industrial zoning districts, with the exception of C-1 Neighborhood Business districts.
  - (b) The applicant must submit a statement demonstrating a clear and compelling business or emergency need for the temporary structure.
  - (c) City Council approval shall be required.
3. Any Type A permit issued for emergency purposes may be converted to a Type B permit for no additional fee. Such permits shall be subject to the approval of City Council and shall be valid for a cumulative period not to exceed one-hundred eighty (180) consecutive days. The City Council may waive applicable City Code requirements upon recommendation of the Building Official or designee.
4. No combination of permits shall authorize the erection of temporary structures for more than one-hundred eighty (180) days per calendar year per property parcel.
5. Temporary structures shall be removed within three (3) days of the permit expiration date. Temporary structures that do not require a permit shall be removed within three (3) days of the event for which they are erected.

**D. Limitations.**

Tents shall only be permitted as temporary structures and shall not be allowed as permanent installations. Canopies and other membrane structures may be allowed and permitted as permanent structures, subject to applicable provisions of the City Code.

**E. Exception.**

The provisions herein do not apply to funeral tents/canopies or tents used exclusively for recreational camping purposes.

**Section 15.05.030 Temporary Approval Granted**

The approval of a temporary structure permit shall also constitute temporary City approval of the use(s), structure type, and construction materials for the specified time period, regardless of conflicting provisions found elsewhere in the City Code.

**Section 3.** Chapter 18.25 "Building Permits" of the City Code shall be amended to incorporate Section 18.25.008 "Temporary Structures" and establish appropriate fees as follows:

**Section 18.25.008 Temporary Structures**

Type A Temporary Permit and Inspection Fee	\$ 50.00
Type B Temporary Permit and Inspection Fee	\$ 100.00

**Section 4.** This Ordinance shall be in full force and effect immediately upon passage as provided by law.

Alderman Holtkamp moved the adoption of the above and foregoing Ordinance; the motion was seconded by Alderman Ebersohl, and the roll call vote was as follows:

YEAS: Aldermen Ebersohl, Agne, Niemietz, Roessler, Reis, Holtkamp, and Martens.

NAYS: None.

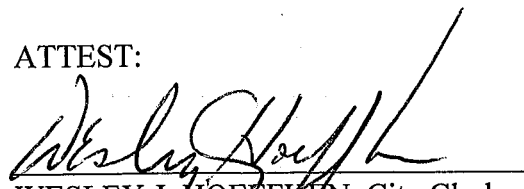
ABSTENTIONS: None.

ABSENT: Alderman Huch.

**PASSED** by the City Council and **APPROVED** by the Mayor this 22<sup>nd</sup> day of January, 2019.

  
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KEVIN B. HUTCHINSON, Mayor

ATTEST:

  
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WESLEY J. HOEFFKEN, City Clerk

(SEAL)