



Thornton City Hall
9500 Civic Center Drive
Thornton, CO 80229-4326
www.cityofthornton.net

City Development Department
Building Inspection Division
PH 303-538-7250
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Temporary Structure (including Tents) Permits

City code requires a building permit to be obtained for installing temporary structures, including tents or canopies, which are more than 120 square feet in area. If you are interested in installing multiple (more than one) temporary structures that are less than 120 sq. ft. in size, please call the Fire Department @ 303-538-7616. It may be important to note that permits are not required for umbrellas.

Permits for temporary structures must be applied for online at our permit portal at <https://cityviewportal.cityofthornton.net/>. Applications must be accompanied by a site plan of the property showing the proposed structure(s) location. The site plan need not be prepared by a design professional, and does not need to be to scale, but it must include all appropriate dimensions, including distances to buildings or other structures, building entrance(s) and exits, and driveways. Structures must be located a minimum of 10' from masonry exterior walls and 20' from other exterior walls. Structures cannot be placed in required handicap accessible parking stalls and should not be placed where they will impede ingress or egress from the building.

Tents more than 400 sq ft in area, canopies more than 700 sq ft in area and canopies less than 700 sq ft in area that are less than 12' from other buildings or temporary structures will also require a separate operational permit from the Fire Department. Please see the additional attachments for Fire Department fire permits.