

**CITY & COUNTY OF DENVER  
COMMUNITY PLANNING & DEVELOPMENT  
BUILDING PERMIT POLICY**

**Subject: TEMPORARY STAGE, PLATFORM, BLEACHER & EVENT STRUCTURES**

**Approved: Scott V. Prisco, AIA, Building Official**

**Number: ADMIN 132B**

**Effective Date: October 13, 2008  
Revised Date: March 21, 2016**

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**Reference: ADMIN Section 130.3 and Section 134**

**Scope:** This establishes the requirements for permitting all temporary stage, platform, bleacher and event structures for use in conjunction with performances, presentations or events. Stages and platforms governed by this policy are outside of permanent buildings and are stand alone non-building structures that consist of a raised area used for worship, the presentation of music, plays or other entertainment, the head table for special guests, lecturers, speakers, sport demonstrations, boxing rings, wrestling rings, theater-in-the-round; reviewing stands for dignitaries; and similar purposes as determined by and for a period of installation approved by the Building Official.

Note: Canvas canopies larger than 400 square feet require a permit from the Fire Department, as well as temporary membrane structures with sides (tents) over 200 square feet require a permit.

**Policy:**

**Temporary stage, platform, bleacher, and event structures exempt from permit.** Stages or platforms that have no overhead structure, side or back towers (for lights, equipment, sound system or promotional material), are open to the sky, intended for use by performers and presenters only, have a raised area five feet or less above adjacent grade plane, and have a raised area of 1,000 square feet or less, do not require a building permit.

**Temporary stage, platform, bleacher, and event structures requiring permit.** Application for permits, for all other stages, shall include:

1. A letter of request shall be provided to the Building Official, signed by the representative of the organization that will utilize the temporary outdoor stage. The letter of request shall specify the intended schedule for the:
  - a. erection period,
  - b. installation period, and
  - c. strike period
2. Two sets of erection plans, and
3. A structural analysis (including lateral stability) that meets the requirements of IBC Chapter 16) signed and sealed by Colorado Licensed Professional Engineer.

The erection plan and structural analysis may be peer reviewed and inspected by a independent 3<sup>rd</sup> party Colorado Licensed Professional Engineer.

The temporary outdoor stage or platform must be completely removed from the property at the end of the strike period.

A permit may not be issued until plans have been reviewed and approved.

**END OF DOCUMENT**