

# Community Planning & Development

## Development Services

Development Services is responsible for reviewing, permitting and inspecting outdoor stages; special occupancies within existing buildings; special events on private property; and electrical permits for generators and connections to existing electrical panels. *All policies are subject to change.*

Contact us at: (720) 865-2705 or [developmentsevices@denvergov.org](mailto:developmentsevices@denvergov.org) for further information.

### Temporary Use Permit from the Zoning Department

If you are using a private space or privately owned land for a use other than what it was intended (for instance a bazaar, carnival or special event on a surface parking lot) then a special use permit must be obtained from Denver Zoning. This permit can be obtained at the Commercial Zoning counter located at 201 W. Colfax, 2nd floor permit counter. The hours are Monday thru Friday 9am to 4pm.

Contact the Zoning Office at (720) 865-3000 or [zoningreview@denvergov.org](mailto:zoningreview@denvergov.org) for further information on how to obtain a temporary use permit

or visit <http://www.denvergov.org/developmentsevices/DevelopmentServices/CommercialProjects/ZoningPermits/tabid/443218/LiveAcclId/5086552/Default.aspx>.

### Outdoor Stages, Platforms, Temporary Grandstands & Bleachers

To ensure the safety of the public, stages, platforms, temporary grandstands and bleachers that involve any of the following must be erected by a licensed A, B, or D specialty contractor with a proper building permit:

- Reviewing stands for dignitaries or the general public,
- Stages or platforms that have an overhead roof structure or which include towers supporting lighting or sound equipment.

Stages and platforms that are open to the sky and intended only for entertainers may not need a building permit. See Building Policy ADMIN 132B regarding outdoor stages and platforms for further information.

**Note: Canvas canopies on stages larger than 400 sq. feet require a permit from the Fire Department. Also see Building Policy IBC 3103 for additional information on temporary fabric structures.**

This permit may be obtained at 201 W. Colfax, at the 2nd floor Architectural Commercial Walk Through Counter Monday through Friday, from 8-11:30 am.

### Special Occupancies within Existing Buildings

For requests to use existing buildings for special events that may conflict with what the building is used for (as listed on the certificate of occupancy related to things like life safety features, toilet fixture count, etc.) and/or maximum allowable occupant load, a permit may be required. See Building Policy 132C for permit submittal requirements.

### Electrical Permits for Generators & Connections to Existing Electrical Panels

Electrical Permits (#3) must be pulled by a licensed Electrical Contractor for

- The installation and use of a generator for supplying power for a special event, including filming; and
- When connecting electrical equipment to a stand-alone or building's electrical panel.

Permitting is needed to verify electrical loads. See Building Policy NEC 590 for information on the permitting process. This permit can be obtained by the electrical contractor at 201 W. Colfax, at the 2nd floor Electrical Commercial Walk Through Counter Monday through Friday, from 8-11:30 am.

For more information, call 720-865-2827 or email [carol.pafford@denvergov.org](mailto:carol.pafford@denvergov.org).