

Demountable Stages and Support Structures Permit Application Checklist



60 Snyder's Road West, Baden, ON N3A 1A1

Development Services Department: Building

T: 519-634-8444

Email: building@wilmot.ca

Brief Project Description	Date and Initials
---------------------------	-------------------

All permit applications must be complete. Incomplete applications will not be accepted.

Applications must contain sufficient documentation and detail for the proposed project to be reviewed for compliance with the Ontario Building Code. This checklist summarizes typical information which must be submitted with the Building Permit Application. Additional information may be required.

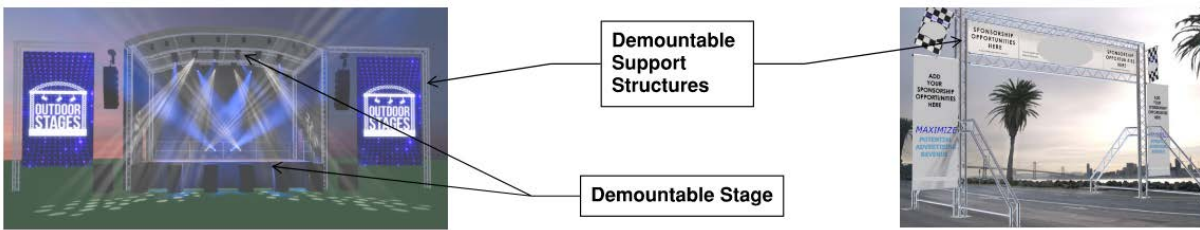
DRAWINGS AND DESIGN INFORMATION

When a permit is required for a DEMOUNTABLE STAGE (outside of a building):

- If stage/platforms are more than 60m²/645ft² and are more than 3m/9'-10" above ground, OR
- If stage/platforms are more than 225m²/2420sf in area (any height), OR
- If stage/platforms include any upper structure more than 5m/16'-5" above ground

When a permit is required for a DEMOUNTABLE SUPPORT STRUCTURE (outside of a building):

- If structure is more than 3m/9'-10" above ground, OR
- If designed to carry a superimposed specified load greater than 115kg/253lbs, OR
- If structure would create a hazard to the public



**Stock image from internet for information purposes only

General information

- Building permit application
- Commitment to General Review form
- Digital copy of drawings uploaded through the electronic submission form at www.wilmot.ca/buildingpermits

Site plan

- Sketch (such as an aerial image) showing
 - Location of proposed stage/structures
 - Distance to property lines, well, septic tank and tile bed and other site features
 - Washroom locations (portable or in buildings)
 - Driveway for fire truck access

Stage/Structure Drawings

From Stage/Structure Company:

- Letter verifying fabric meets CAN/ULC S109 or NFPA 701
- Engineer stamped structural drawings of Stage/Structure, including
 - Floor plan/view from above
 - Elevations/sideviews
 - Cross sections and connection details
 - Anchorage details

Event Information

Setup Date	
Event Date(s)	
Removal Date	
Hours of Use	
Occupant Load on Stage/Platform	
Number of Washrooms	
Licensed Event	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Function	

Additional Information and Requirements

Means of Egress

- A platform of a demountable stage requires at least two means of egress from every platform/level. The maximum travel distance to an exit can not exceed 45m/147ft. The platform of a demountable stage may be served by one exit where the total occupant load is less than 60 persons and the aggregate area of the demountable stage(s) is less than 150m²/1614sf or the travel distance from any point on the platform is less than 30m/98ft. Stairs, ramps and handrails must conform to the dimensional and slip-resistance requirements of Section 3.4, OBC.

Guards

- A guard of not less than 1070mm/42" high must be provided around a demountable stage where the difference in elevation between the platform and the adjacent surface is more than 1500mm/4'-11", except where facing the audience. The minimum height of guards at stairs shall be not less than 920mm and not less than 1070mm/42" around landings. Guards must be designed meet loading specified in Part 4, OBC. Guards must have a top rail and one or more intermediate rails with spacing to prevent passage of a 535mm/21" sphere.

Clearances to Other Structures

- Demountable stages must be located a minimum of 3m/9'-10" from property lines, another demountable stage or another structure.

Flame Resistance

- Tarpaulins, decorative materials, fabrics, and films attached to demountable stages or demountable supporting structures must comply with CAN/ULC S109 or NFPA 701.

Provisions for Firefighting

- Access must be provided to all demountable stages for the purpose of firefighting. Provide fire extinguishers onsite, located at exits and as per Fire Prevention Department.

Electrical systems

- Electrical systems and equipment must be inaccessible to the public. Cables on the ground in areas used by the public and adjacent to a demountable stage/support structure must be protected by covers (or placed in trenches). Where a demountable stage or demountable support structure is to be erected, assembled, or installed in proximity to existing Above ground electrical conductors must meet the minimum distances listed in 3.1.19.1. of OBC.
- Electrical Safety Authority must be contacted for electrical permits and any other electrical requirements. Final Inspection Certificate from ESA must be provided to inspector - ESA 1.877.372.7233

Structural Provisions

- Demountable stages, demountable support structures and all structural members must have drawings stamped by an engineer. Site review by an engineer is also required.

Barrier Free Design

- If a demountable stage is intended for limited public occupancy, a barrier free path of travel conforming to Articles 3.8.1.3. and 3.8.3.4. must be provided to and throughout at least one platform of the demountable stage.

Other required information/documentation

*In addition to the above, **any applicable engineering** must be submitted with the permit application. Additional information may be required upon completion of full plans examination.*