



# **City of Pomona**

## **Building and Safety Division**

### **Temporary Stage Requirements**

PLEASE PROVIDE THE FOLLOWING INFORMATION FOR APPROVAL:

- 2 Site Plans showing the location of the stage.
- 2 Elevations
- 2 sets of Structural Calculations and details(stamped and signed by a California State License Engineer)
- ADA Access with dimensions and slopes of ramps.
- Authorization letter from the Fairplex for purchase of permit.
- Submittal of plans should be turned in at least three weeks prior to event. Turnaround times for plan check is 14 calendar days for the 1st submittal and 7 calendar days for resubmittals. Plans submitted within 14 or less days are subject to an Expedite fee of \$1800.
- Inspections are conducted Monday-Thursday. Any inspections requested for Fridays or Saturdays will required prior approval and additional fees will apply.
- Prior to permit, plans must be stamped approved by the Fire Department (Located at: 590 S. Park Ave. 909-620-2216)