Demountable Stages and Demountable Support Structures

TOWN OF CALEDON

What is a demountable stage?

Demountable stage means a structure that:

- Consists of one or more platforms together with any wall, roof, or other structures attached to or located on any of the platforms,
- Intended to be used for public or private performances or events, other than performances or events associated with movie or television productions,
- Is intended to be erected, assembled, or installed for a limited, specified time,
- Is capable of being dismantled at its location and moved to be reconstituted elsewhere, or is erected for one-time use,
- Is not located inside a fully enclosed building,
- Is primarily for use by performers and workers, and
- May or may not be mounted on wheels

What is a demountable structure?

Demountable support structure means any structure that:

- Is capable of supporting banners, stage sets, props, sound equipment, lighting equipment, or other equipment,
- Is intended to be used for public or private performances or events, other than performances or events associated with movie or television productions,
- Is intended to be erected, assembled, or installed for a limited, specified time,
- Is capable of being dismantled at its location and moved to be reconstituted elsewhere, or is erected for one-time use
- Is not attached to or located on a demountable stage,
- Is not located inside a fully enclosed building,
- Is primarily for use by performers and workers, and
- May or may not be mounted on wheels

Is a Building Permit Required?

Building permits are required for stages and support structures if they meet the following criteria:

- More than 60 square metres (645 square feet) in area,
- More than 225 square metres (2,421 square feet) in combined area,
- More than 3 metres in height above adjacent grade level,
- Any part of the platform or any roof, wall, or structure attached to or on any part of the platform is 5 metres or more in height above adjacent ground level,
- Designed to carry superimposed loads greater than 115 kilograms, or
- Would create a hazard to the public

Permit application submission requirements:

In many instances, before a building permit application can be processed and a permit issued, there are other approvals from other agencies that are required. These approvals are not administered by the Building Division and are required as part of a complete application package. Please consult the applicable law checklist prior to applying for a building permit.

This checklist provides a summary of the Building Permit submission requirements for temporary demountable stages and support structures and has been developed for convenience purposes only. The property owner is responsible for ensuring compliance with all Town of Caledon By-laws, other applicable laws, and the Ontario Building Code.

□ Permit applications to be filled out and signed

□ Authorization form (if applicable)

□Commitment to General Review form completed by all consultants on the project

□ Stages and Support Structures Information Form

□ Site plan, including:

- The address of the property
- All property lines and surrounding streets labelled
- All existing buildings and structures on the property labelled
- The location and dimensions of the stage or support structure
- The setback(s) to the property lines and existing buildings and structures
- The location of any fire safety provisions (location of fire hydrants, fire extinguishers, and fire access routes)

□ Complete set of structural construction drawings completed by a professional engineer denoting all structural design criteria, foundation reinforcement, and structural design of the building

Next steps:

- Submit the complete permit application and supporting documents through the Town of Caldon Building Services website
- The application is reviewed for completeness, compliance with the zoning by-law, applicable laws, and lot grading approval. Comments are provided during review to identify any outstanding requirements and to summarize all applicable fees.
- When all fees are paid, the plans are reviewed for compliance with the Ontario Building Code. The permit is issued when review is complete, and fees are paid.
- Once construction begins, inspections must be scheduled. Building inspectors review major phases of construction until occupancy and/or final is complete.

Need help?

If you have any questions, please feel free to contact us at any time, and we will assist you through the process! Call **905-472-2272** or email us at **buildingpermits@caledon.ca**

Demountable Stages and Demountable Support Structures Information Form

TOWN OF CALEDON

The following form must be completed and included with a building permit application for demountable stage(s) and/or demountable support structure(s)

Building Services
6311 Old Church Road,
Caledon, ON L7C 1J6
905-584-2272

Project information

Address of event: _____

Name of event: _____

Start date of event: _____ End date of event: _____

Date of stage installation: _____ Date of stage removal: _____

A. Contact information

Last name: _____ First name: _____

Telephone number: _____ Email: _____

Corporation (if applicable): _____

Association to event (e.g.: organizer, installer, etc.): _____

B. Demountable stage(s)

Number of stage(s): _____ Overall size of stage(s): _____

Maximum height of stage platform(s) above adjacent ground: _____

Is there a roof, wall or structure attached to stage(s): □ Yes □ No

If "Yes", provide overall height of any roof, wall or structure:

Is the stage on wheels: □ Yes □ No

Structural design in accordance with: □ OBC Part 4 □ ANSI E1.21

Occupant load: _____

Is the stage intended for limited public occupancy: □ Yes □ No

If "Yes", barrier free access will be required.

Will the stage be erected, assembled, or installed in proximity to existing above ground electrical conductors: □ Yes □ No

If "Yes", compliance with the Building Code, Article 3.1.19.1. will be required.

C. Demountable support structure(s) – not attached to a stage

Number of support structure(s): _____

Maximum height of support structure(s) above adjacent ground: _____

Maximum load carried by the support structure (kg): _____

Is the demountable support structure on wheels: □ Yes □ No

Structural design in accordance with: □ OBC Part 4 □ ANSI E1.21

_____ _____

Signature (Applicant or Owner) Date

Last updated: Aug, 2026