



This checklist provides the requirements for obtaining a bleacher permit. To apply for a bleacher permit, complete a permit application and submit the items listed below, along with the appropriate fee to Phoenix City Hall, Planning & Development Department, 2<sup>nd</sup> Floor, 200 West Washington Street, Phoenix, Arizona 85003.

Definition: Bleachers. Tiered seating supported on a dedicated structural system and two or more rows high.

The 2018 International Building Code and ICC 300-2017 make no distinction on permit requirements for bleachers that are prefabricated, mobile, or temporary. All bleachers must meet the same requirements.

Construction Permit Application Requirements:

- Owner's name, legal address, and telephone number
- Contractor's name, state license number, and city/state tax license number
- Two copies of plans, with an Arizona Registrant's seal on the plans
- Valuation of proposed work, which is the market value of the project
- Structural calculations/details sealed by an Arizona registrant

Fees

1. Pursuant to the Fee Schedule, Appendix A.2 of the Phoenix City Code
2. Plan Review and Construction Permit Fees
  - a. Fees are based on the valuation of the bleachers
  - b. Valuation consists of the total value of all construction work, including all materials, labor, overhead, and profit

**Note: Bleacher construction drawings may be reviewed as a "standard plan", which is non-site specific. If a standard plan is used, a plot plan review is required.**

3. Plot Plan Review Fees
  - a. Hourly Rate
  - b. A minimum of two hours per permit or per event will be charged

Site/Plot Plan Scaled Drawings

- Scale of drawings (Example: 1" = 20')
- Name and/or location of adjoining streets and alleys
- North arrow
- Location of the bleachers
- Location of accessible wheel chair and companion seating
- Location of generator (if used, a one-line diagram and load calculations would also be required)

Bleacher Layout Plan

- Location
- Dimensions

Scaled Drawing of Elevation View

- The view must include all sides of the bleachers being constructed
- The height of the bleachers on all elevations
- Location of the bracing
- Connection details
- Height and dimensions for handrails/guardrails
- Dimensions for stair rise/run

Timeframe for Obtaining Permit

It is suggested that the applicant begin the application process **at least three months** prior to the event, especially for first time events.

For more information or for a copy of this publication in an alternate format, contact Planning & Development at 602-262-7811 voice or TTY use 7-1-1.