

# **Safety Guidelines**

## **For the Lancaster Performing Arts Center**

### **Plans**

- A minimum of eight weeks before the load in, the stage, platform, and lighting plans must be submitted to the LPAC Technical Director for approval.
- The LPAC Technical Director will check for safety and suggest changes when necessary.
- These suggested changes and verification of changes must be approved through the LPAC Technical Director in order for the load in to take place.

### **Scenery**

- A temporary platform is installed to be used for no longer than 30 days.
- Temporary platforms shall be constructed of approved materials.
- Any platform that is not a LPAC Wenger Riser must comply with standard platform construction.
- Construction of 2 x 4 framing and ¾" plywood decks with a minimum of one support every 4'0", is considered standard and safe.
- A platform without guardrails cannot exceed 16" in height.
- Anywhere a platform is used with a false wall; a guardrail capable of supporting 400lbs must be used.
- Any platform 24" in height or larger must have an upstage guardrail, and steps with a handrail.
- Any raked platform that is wider than 6'0" is considered a raked stage, not a ramp.
- A raked stage must not exceed 1" rise in 12" of length.
- A ramp cannot exceed an angle greater than 10 degrees and must be provided with handrails.
- The top of the all handrails must be the same height as rear guardrails.
- Handrails shall be 30" to 34" in height, extend 1'0" beyond the top and the bottom of ramp or stairs, and be able to support weight of 250lbs.
- Platforms constructed of combustible material must be coated with flame proofing or fire retardant paints.
- The space between the floor and the platform shall not be used for any purpose other than electrical wiring to the platform.
- The LPAC Technical Director or Assistant Technical Director must approve all platforming, legging systems, and scenery before rehearsal or the opening of the show.
- All sets must be constructed and painted prior to the load in date.

## **Flame Retardant Requirements**

- Combustible scenery like wood, paper, cloth, dry vegetation, plastics, and similar materials, where permitted, shall be rendered flame resistant.
- All combustible materials used in sets and scenery shall be rendered flame resistant by using a Certified Flame Retardant, or be completely painted with flame resistant paint.

## **Rigging**

- When hanging truss from the front of house catwalk please follow these instructions:
  - a. *First Front of House* - Two pick points, 850lbs / point maximum, 44'0"span.
  - b. *Second Front of House* - Five pick points, maximum of 2,400lbs total.
- *Hanging over Audience* – Any scenery or special effects that occur over the audience must be approved through the LPAC Technical Director and the City of Lancaster Safety Office
- Minimum hanging requirements for:
  - a. Paper or fabric- 100 lb. test monofilament
  - b. 15lbs. – 50 lbs. - black 75lbs. rated tie line (minimum of two pick-ups)
  - c. 70 lbs. or greater - steel aircraft cable, (size and number of pick-ups must be equal to or greater than industry spec's.)
- When flying any scenery nothing shall be hung with monofilament if it can in anyway hurt someone, it must be hung with tie line or greater.

## **Special Effects**

- Flash pots, pyrotechnics, fireworks, flaming batons, kerosene lanterns, smoking, and open flames must be approved through the LPAC Technical Director, eight weeks prior to the load in date.
- Smoke generators and fogging devices must meet common industry standards and must be purchased through a theatrical supply agent.

## **Lighting**

- All lights must be properly hung and secured with secondary chains/cables.
- Follow spotlights must be on permanent structures.
- Electrical connections / cables / wiring must be in accordance with the National Electric Code.
- While working on ladders and Man Lifts to hang lights, all personnel must have tools attached and must have received training in safety procedures before using equipment.
- Any portable or added lighting pipes must be approved through the LPAC Technical Director, eight weeks prior to the load in date.

### **Equipment and Tools**

- The LPAC Technical Director or Assistant Technical Director must inspect all ladders that are not owned by the LPAC before personnel uses them.
- All trash must be deposited in non-combustible trash containers at the end of every workday.
- Power tools must be used outside unless prior arrangements are made with the LPAC Technical Director.
- Any paint spills must be cleaned immediately with soap and water.
- All trash and non-essential construction items must be out of the building before the first night of performance with an audience.
- All LPAC tools must be returned and put away at the end of each workday.

### **Aisles**

- Aisles and walkways must be a minimum of 36” wide for sets and on stage, or 48” wide for audience seating.
- Aisles must be kept clear at all times.

### **Seating**

- Non-fixed seats should be set fifteen seats in a row maximum.
- Maximum length to an aisle shall not be more than seven seats.
- Non-fixed seats should be set 32” back to back.

### **Catwalks**

- While working in the Front of House catwalks all personnel must wear the safety harness.

### **Orchestra Pit**

- Anytime the Orchestra Pit is down there is a possibility of items dropping into the pit. A safety net must be used, capable of supporting a minimum of 20 lbs. or item that is of most concern.
- The net must be approved through the LPAC Technical Director or the Assistant Technical Director.

### **Capacity restrictions will be strictly adhered to.**

- The capacity restrictions are posted in all rooms, if not please check with the Technical Director or Assistant Technical Director.
- These restrictions include actors and audience.