

# FIRE WORKS BOOTH 2017

## Permit Application Packet

A permit shall be obtained for the storage and sale of fireworks. The wholesaler shall make application for a storage site, and each retailer shall make application for a retail site (fireworks booth). Said application shall be made on a form supplied by the Boulder City Fire Department (Appendix A and B) **three week prior to the sale of fireworks** (June 14)

**Completed Applications Packets Deadline  
due by June 14<sup>th</sup> at 4:00 P.M.  
No Exceptions**

**Application to include:**

**Application**  
**Business License No.**  
**Proof of Charitable Organization**  
**State of NV Department of Taxation –Tax Exempt Non Profit**  
**IRS 501(c)(3)**  
**Permission Slip from property owner**  
**Site plot plan**  
**Proof of Insurance – Additionally Insured City of Boulder City**  
**Permit/Inspection Payment**

Fireworks Storage. If using City area in Bootleg Canyon will need a complete list of who will be providing security.

### **ORIENTATION**

**One adult member of each booth must be present.**

**Monday, June 19th**  
**4:00 PM**

**Boulder City Fire Department**

# Boulder City Fire Department

## Retail Fireworks Policy

Effective Date: July 1, 2016

### **Policy**

As it relates to the permitting process associated with the sale of safe and sane fireworks, all wholesalers and retailers must review, complete, and submit all required documents to the office of the Fire Chief for approval.

### **Purpose**

In an effort to better define the process associated with the storage and sale of safe and sane fireworks, the Boulder City Fire Department has developed the following Retail Fireworks Policy.

### **Permits**

- A. Within the jurisdictional boundaries of the City of Boulder City, a permit is required for the sale and/or storage of fireworks.
  1. Before submitting an application, it is recommended that all wholesalers and retailers schedule a pre-application meeting with the Fire Chief. Said meeting should take place on/or before June 1 and is designed to provide a detailed understanding of the Retail Fireworks Policy.
  2. After reviewing the policy, retailers must complete and submit an application to the Office of the Fire Chief for approval. Said application shall be submitted on/or before the yearly designated deadline (approximately 3 weeks before the sale of fireworks can begin).

In addition to the above-mentioned application, the following documents must be included with the submittal packet.

- a. The retailer must provide a site plan for the proposed location of the fireworks booth. Said site plan must include all buildings, property lines, roadways, and designated no parking areas.
  - b. Provide a bond or certificate of insurance for \$1,000,000 public liability and property damage designating the City of Boulder City as additionally insured.
  - c. Provide a current Boulder City Business License and when applicable, new retailers must provide documentation of their Not-For-Profit (501c3) status.
3. If it is the intent of the wholesaler or retailer to store retail fireworks within the jurisdictional boundaries of the City of Boulder City, an application must be completed and submitted for approval. Said application shall be made on/or before the yearly designated deadline.
  4. The issuance of a permit for the sale and/or storage of fireworks shall not preclude the fire department from subsequently revoking the permit, imposing additional requirements, or supplementing any existing requirement whenever, in the opinion of the above, later information or newly discovered conditions justify such actions.
  5. The above-mentioned applications can be obtained at the Boulder City Fire Department.

## Rules and Regulations

### A. General

1. Except as hereinafter provided, it shall be unlawful for any person to possess, store, offer for sale, expose for sale, sell at retail, or use or explode any fireworks, provided that the Fire Chief shall have power to adopt reasonable rules and regulations for the granting of permits for supervised public display of fireworks by persons, corporations, associations, or other organizations, or for the use of fireworks by artisans in pursuit of their trade. Every such use of display shall be handled by a competent operator and approved by the Chief and shall be of such character and so located, discharged or fired so as in the opinion of the Fire Chief after proper investigation, not to be hazardous to property or endanger any person.
2. The retail sale of fireworks shall only take place in fire department authorized booths by recognizable local charitable, fraternal, and Not-For-Profit (501c3) organizations that first make application for a permit to the Boulder City Fire Department.
3. No person, firm, or corporation shall offer fireworks for sale to the public before the 28th day of June or after the 4th day of July each year.
4. The possession, storage, and use of legal fireworks (i.e., Safe and Sane with local acceptance by the SNFPA and the Boulder City Fire Department) are permitted only from June 28th through July 4th.

### B. Orientation Meeting for Wholesalers and Retailers

1. The Boulder City Fire Department shall hold at least one (1) orientation meeting. During said orientation, a review of this policy and specific jurisdictional requirements will be conducted. Each Wholesaler and Retailer shall attend at least one meeting. There must be one (1) adult representative for each booth location.
2. The wholesaler shall ensure that each charitable, fraternal, and Not-For-Profit (501c3) organization submits one completed Retailer Application for each proposed booth location on/or before the designated deadline.
3. A proof of orientation attendance certificate will be given to each booth representative and will be required to be posted in a readily visible location in the booth prior to any Permit being issued.
4. A copy of this policy shall be posted in a readily visible location in the booth. In addition to posting the policy and in an effort to ensure understanding of said policy, anyone working within the fireworks booth must sign the included signature sheet.

### C. Wholesaler

1. When applicable, wholesalers shall obtain a fire department permit and/or other permits or licenses required for the possession and/or storage of fireworks prior to possession, storage, and/or transportation of fireworks.
2. Permits shall at all times be kept on the storage premises and said premises shall at all times be subject to inspection by an officer of the fire or police department or other authorized persons.

3. Wholesalers are to inform the fire department, in writing, by the 15th of June as to where they are proposing to store their products. This information must be submitted on the Fireworks Storage Application.

#### D. Retailer

1. Retailers shall be limited to local charitable, fraternal, and Not-For-Profit (501c3) organizations having its principal and permanent meeting place in Boulder City and shall obtain a fire department permit for possession, storage, transportation, sales, and/or use of fireworks prior to storage or sale of fireworks.
2. The organization must have been established in Boulder City for a least one year preceding the filing of the application and must have a bona fide membership of at least 20 members.
3. The total number of fireworks booths permitted is determined by the population of Boulder City at the ratio of one booth per 2,000 residents or at the discretion of the Fire Chief.
4. Permits shall at all times be kept in the booth and shall at all times be subject to inspection by an officer of the fire or police department or other authorized persons.

#### E. Revocation of Permits

The sale of fireworks is a privilege, which may be suspended or revoked by the Boulder City Fire Department when it is determined that any of the following occurred:

1. A permit is used by a person or organization other than the person or organization to which the permit was issued.
2. A permit is used for a location other than that for which it was issued.
3. Any of the conditions or limitations set forth in the permit has been violated.
4. The permitted retailer fails, refuses, or neglects to comply with any order or notice duly served upon him or the organization under the provisions of this regulation within the time provided therein.
5. There has been any false statement or misrepresentation as to a material fact in the application on which the permit or application was based.
6. Fireworks are discovered to be stored at a location other than indicated on the application for permit.

#### F. Ignition of Fireworks

1. Ignition of fireworks shall not take place within 100 feet of a fireworks booth, gasoline service station buildings, gasoline dispensers, flammable or combustible liquid tank fill or vent lines, aboveground flammable or combustible liquid tanks, or

any building, structure or vehicle containing unsealed flammable or combustible liquids, hazardous materials, or explosives.

2. Ignition of fireworks shall take place not to endanger persons, building structures, property, brush, automotive vehicles and/or equipment, etc...
3. Ignition of fireworks shall not take place before the 28th day of June or after the 4th day of July.

#### G. Age and Number of Persons in the Fireworks Booth

1. No person under 14 years of age shall be allowed in a fireworks booth. In this section, "teenager" refers to a person 14 through 17 years of age and "adult" refers to a person 18 years of age or older.
2. Booths 8 feet or less in length must at all times have at least one adult in the fireworks booth.
3. Booths that exceed 8 feet in length must have at least one adult and one other person (adult or teenager) in the booth at all times.

#### H. Fireworks Booths

1. Fire Department Inspections
  - a. Firework booths shall be inspected and approved by the fire department.
2. Size of Booths
  - a. No booth shall exceed 16 feet in length or 8 feet in width. Exception: the Fire Chief must approve any booth exceeding these dimensions prior to construction.
3. Construction of Booths
  - a. Siding and roof shall be made of 1/4 inch or thicker plywood (or comparable material) or of noncombustible materials. Converted travel-type trailers, if approved by the Fire Chief, may be permitted.
  - b. Exiting for trailers shall comply with subsection "E" of this section. The Fire Chief must approve all trailers used for sales of fireworks.
4. Electrical Wiring and Appliances
  - a. All electrical wiring and appliances shall meet the requirements of the National Electrical Code.
  - b. Electrical wiring and lighting shall be "U.L." listed for outside use when exposed to the elements.
  - c. Electrical wiring shall be properly sized for its use.
  - d. All electrical wiring shall be protected from physical injury.
  - e. Portable electric generator locations shall be at least 10 feet away from the booth or as designated by the fire department upon inspection.

- f. Approved gasoline containers used for filling generators shall not be left on the premises.
  - g. Minimum height of electrical wiring when placed from a utility pole or a building to the sales booth is 13 feet 6 inches above grade.
5. Exits
- a. Booths that exceed 8 feet in length shall have no less than two exits (minimum of 6 feet in height and 2 feet in width).
  - b. Booths 8 feet or less in length shall have at least one exit (minimum of 6 feet in height and two feet in width).
  - c. The counter shall not be considered an exit.
6. Location
- a. Booths shall be located not to endanger persons, buildings, structures, property, brush, automotive vehicles and/or equipment, etc.
  - b. Booths shall be located at least 25 feet from any occupied buildings.
  - c. Booths shall be located at least 10 feet from the curb or edge of a road, street, driveway, etc.
  - d. Booths shall be located at least 50 feet from: automotive repair garages, gasoline dispensers, flammable or combustible tank vent lines; any building containing unsealed flammable or combustible liquids, hazardous materials, or explosives; and any aboveground storage tanks containing flammable or combustible liquids or gases.
7. Fire Protection (type and number required). Equipment must be properly located before stocking fireworks in the booth
- a. Booths 8 feet or less in length: One approved 1 ½ gallon pressurized water fire extinguisher.
  - b. Booths over eight feet in length: Two approved 2 ½ gallon pressurized water fire extinguishers.
  - c. Booths with Electrical Service: In addition to "1" and "2" above, an approved minimum rated 10 B-C fire extinguisher(s) is required in booths that have any type of electrical service, including generators.
8. "NO SMOKING" requirements
- a. "NO SMOKING" signs shall be conspicuously posted on all four exterior sides of the booth. The lettering shall be at least 3 inches in height, and be against a color-contrasting surface so it can be easily seen.
  - b. All persons shall extinguish smoking materials prior to approaching a booth.

9. Storage of Fireworks in Booths

- a. Only fireworks, which appear on the “accepted for sales” list of that calendar year as approved by the SNFPA and/or the Authority Having Jurisdiction (AHJ), shall be stored in booths and on booth premises.
- b. Storage shall be neat and orderly.
- c. Matches shall not be located in booths or on booth premises.
- d. STORAGE LOCATION: at the end of each sales day, merchandise shall be returned to the wholesaler’s or AHJ’s approved storage building. There shall be NO STORAGE PERMITTED in any building unless the building is approved for that use and **IN NO CASE SHALL STORAGE BE PERMITTED IN RESIDENTIAL NEIGHBORHOODS, DWELLINGS, GARAGES, OR DRIVEWAYS.**



City of Boulder City – Boulder City Fire Department  
 1101 Elm Street, Boulder City, NV 89005  
 Phone 702-293-9228

**FIRE PERMIT APPLICATION - FIREWORKS**

**(All applicable information for permits must be turned in 21 days prior to event and/or inspection)**. Packet must be turned in as a whole either in person or mailed directly to the department. Incomplete packets will not be accepted.

**Deadline is June 14<sup>th</sup>, 2017 @ 4:00 P.M. No Exceptions.**

**Applicant Information:**

**Booth Location, Date & Time:**

*Organization Name:*

Fireworks Affiliation:

*Organization Contact Name:*

Booth Location (Name & Address):

*Organization Contact Address:*

*Organization Emergency Contact Name (1):*

*City, State, & Zip:*

*Organization Emergency Contact Telephone Number (1):*

*Phone & Fax Number(s):*

*Organization Emergency Contact Name (2):*

*Email:*

*Organization Emergency Contact Telephone Number (2):*

**BOULDER CITY BUSINESS LICENSE NUMBER:** \_\_\_\_\_ **CITY OF BOULDER CITY LICENSE WILL BE VERIFIED.**  
 Business License Telephone Number: 702-293-9219

**SUBMIT THE FOLLOWING INFORMATION.**

- Permit Application
- Proof of Charitable Organization
- State of NV Department of Taxation – Tax Exempt Non Profit IRS 501(C)(3)
- Permission Slip from Property Owner
- Site Plot Plan
- Proof of Insurance – Additionally insuring the City of Boulder City
- Permit/Inspection Payment – Payable by Check or Credit Card. We are unable to accept cash at the Fire department location.

**Permit fee is stated next to permit type.**

<input type="checkbox"/> <i>Fireworks Permit</i>	<i>\$77.00</i>
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I hereby state that the above is correct. I have read and complied with all the rules and regulations listed in the Boulder City Fire Department Retail Fireworks Policy . I recognize that the approval of the permit does not permit the violation of fire codes, building codes, city or county ordinances or state law, and approval of this permit does not preclude compliance with any other license or permit required by law. This permit is valid for the above-mentioned address. Location only, is not transferable, and shall remain he property of the Boulder City Fire Department. Any Changes in the use of the occupancy of the above-mention premises shall require a new permit.

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_



**FIRE SAFETY SURVEY  
FIREWORKS STORAGE YARD REGULATIONS**

In an effort to maintain safe storage of fireworks, a storage yard permit must be acquired from the Boulder City Fire Department. **A permit and inspection is required by the Boulder City Fire Department Contracted Fire Inspector-SCS. The fee is \$77.00. Complete application & documents due 14 days prior to storage yard usage.**

Applicant (Full Name): \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Fireworks Storage Address: \_\_\_\_\_

Owners Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**During the permit process, the applicant MUST provide the following with application: Incomplete applications will be rejected.**

Applicants Initial

\_\_\_\_\_ A map that outlines the proposed location of the yard (**include** distances to roads, driveways, public access areas, and occupied structures).

\_\_\_\_\_ The name of the qualified security company and/or the names, phone numbers, date and times of the volunteers providing the required coverage.

\_\_\_\_\_ Proof of permission of fireworks storage site **owner** to store fireworks. (If property is being leased, a copy of leaseholder's contract outlining property uses rights). A permission from both the owner and/or leasor will be required in instances where the leasor if giving permission.

\_\_\_\_\_ Permit Fee \$77.00

**The following fireworks storage yard regulations will be followed:**

\_\_\_\_\_ Only one storage yard will be allowed within Boulder City Fire Department's jurisdiction.

\_\_\_\_\_ **The storage yard must be located in an open area, and will comply with appropriate distance regulations.**

\_\_\_\_\_ **The storage yard must be fenced and locked.**

\_\_\_\_\_ **The operational hours for the yard are 8 PM to 10 AM daily. During this period, the storage yard must be attended by a dedicated security guard or volunteer.**

\_\_\_\_\_ All fireworks vendors **MUST** have all product removed from the yard before 10 AM and the yard will not be open for access until 8 PM.

\_\_\_\_\_ The terms of the storage yard during the fireworks season begins June 28 at 8 PM and concludes on July 5 at 10 AM.

**Field: Inspector: SCS      Inspection Date:** \_\_\_\_\_

\_\_\_\_\_ Meets **Minimum** Distance Regulations

\_\_\_\_\_ Exit ways clear both inside and outside structure

\_\_\_\_\_ Flammable or combustible liquids

Permit will be issued upon completion of final inspection.

The name of the qualified security company and/or the names, phone numbers, date and times of the volunteers providing the required coverage.

The operational hours for the yard are 8 PM to 10 AM daily. During this period, the storage yard must be attended by a dedicated security guard or volunteer.

Coverage list must be provided to the Fire Chief on the 26<sup>th</sup> of June.

Security Company: \_\_\_\_\_ Telephone No. \_\_\_\_\_

<u>Date (s)</u>	<u>Time (s)</u>	<u>Printed Name:</u>	<u>Telephone No.</u>

BOULDER CITY FIRE DEPARTMENT FIREWORKS

STORAGE YARD

APPLICATION CHECKLIST

Organization: \_\_\_\_\_

1. A map that outlines the proposed location of the yard (include distances to roads, driveways, public access areas, and occupied structures).
2. The name of the qualified security company and/or the names, phone numbers, date and times of the volunteers providing the required coverage.
3. Proof of permission of fireworks storage site owner to store fireworks. (If property is being leased, a copy of leaseholder's contract outlining property uses rights). A permission from both the owner and/or leasor will be required in instances where the leasor is giving permission. If City property, we will verify with Roger Hall.
4. Permit Fee \$77.00

Approved \_\_\_\_\_ Denied \_\_\_\_\_

By: Fire Chief Kevin Nicholson

APPENDIX B

FIREWORKS GUIDELINE SIGNATURE SHEET

Each person who works in the fireworks booth must read the attached guideline and then sign below.

Each signature is an acknowledgement that YOU have read the guidelines and are willing to comply with all the rules and regulations set forth therein:

Printed Name:

Signature:

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# FIREWORKS BOOTH INSPECTION CHECK LIST

Name of Organization: \_\_\_\_\_

Location of Booth: \_\_\_\_\_

Fireworks Booth Representative: \_\_\_\_\_

Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	"No Smoking" signs posted on all sides of booth.
<input type="checkbox"/>	<input type="checkbox"/>	No open flame devices inside booth.
<input type="checkbox"/>	<input type="checkbox"/>	Water available at booth, garbage can with clipper at each door (8 feet or less – two 5 gallon or one 10 gallon) over 8 feet two 10 gallon, charged hose, or 2 ½ gallon pressurized water type fire extinguisher in booth.
<input type="checkbox"/>	<input type="checkbox"/>	Check electrical supply to booth, is it safe? 10 BC fire extinguisher required when booth has electrical service.
<input type="checkbox"/>	<input type="checkbox"/>	All fireworks pre-packaged, labeled SAFE and SANE and on approved list.
<input type="checkbox"/>	<input type="checkbox"/>	Booth located as far away from fuel pumps as possible (50 feet minimum).
<input type="checkbox"/>	<input type="checkbox"/>	No gasoline stored on site, generators in approved locations (at least 10 feet from booth).
<input type="checkbox"/>	<input type="checkbox"/>	Booth located at site listed on permit.
<input type="checkbox"/>	<input type="checkbox"/>	Booth does not exceed 16 feet long x 8 feet wide.
<input type="checkbox"/>	<input type="checkbox"/>	Booth exits adequate (8 feet or less, 1 exit or more; over 8 feet, 2 or more).
<input type="checkbox"/>	<input type="checkbox"/>	Booth sides and roof made of ½ inch or thicker plywood or of noncombustible materials.
<input type="checkbox"/>	<input type="checkbox"/>	Booth located at least 10 feet from curb or edge of road, street, driveway, etc.
<input type="checkbox"/>	<input type="checkbox"/>	No person under 14 years old allowed in booth. <b>Must have adult on premises at all times.</b>
<input type="checkbox"/>	<input type="checkbox"/>	Will storage of fireworks be at booth location? In so, owner's representative must remain on-site overnight. Where: _____
<input type="checkbox"/>	<input type="checkbox"/>	Copy of the firework's guidelines shall be posted at readily visible location in the booth.
<input type="checkbox"/>	<input type="checkbox"/>	Proof of fire department's orientation attendance posted?

COMMENTS:

\_\_\_\_\_

INSPECTED DATE AND TIME: \_\_\_\_\_

BY: \_\_\_\_\_