



Temporary Fireworks Permit Application Checklist

- 1. Completed Application Form
- 2. **Correct Tax Map Number (Staff Verified).**
- 3. Legal Landowner Signature, Copy of Lease Agreement, or a Commercial Business Affidavit.

NOTE: The copy of the Lease Agreement or Commercial Business Affidavit may be presented at the time the permit is issued. (Spotsylvania Mall cannot use the Commercial Affidavit.)

- 4. Four (4) copies of a Plot Plan to include:
 - ❖ Location of ingress and egress to the parcel where the proposed temporary use is to be located.
 - ❖ Setback distances to the property lines from the proposed structure.
 - ❖ A description of the measures that will be taken to minimize the traffic congestion that is attributable to the proposed temporary use.
 - ❖ List the dates for the sale of the fireworks.
- 5. Include a detailed description of the proposed temporary use and structure.
Examples: tent/stand/etc. and include any additional type of lighting necessary for the structure.

NOTE: If additional lighting is required, you will need to designate a licensed contractor and provide an affidavit signed by the electrical contractor with a copy of the contractor's Virginia State Contractor's License and Tradesman Certification card. List the dimensions of the proposed structure that is erected or used for the sale and storage of the fireworks.

NOTE: If a tent is used for the sale of the fireworks, a building permit will be required if the tent is over 900 square feet. In this case, you must supply our Commercial Plan Reviewer with the following information:

- ❖ Fire Rating Certification
- ❖ Installation Instructions
- ❖ Designate Type of Emergency Lighting for PM Hours
- ❖ Layout of Tables, Aisles, Exits, etc.

In addition to the information requested above, you may be required to submit further detailed information to Plans Review. You will be notified by telephone or mail if additional information is required.

NOTE: A separate permit, approval, and/or inspection may be required by the Fire Marshall's Office. It is your responsibility to obtain this permit, approval, and/or inspection. The Fire Marshall can be reached at (540) 582-7095. See reverse side of this form for "Fireworks Guidelines."

If you have any questions, please contact the Permit Intake Office (540) 582-7153 X690.

For Office Use Only

Date Received: _____
Received By: _____
Notes: _____



Fireworks Guidelines

The Sale of Fireworks:

- The Department of Fire, Rescue, and Emergency Services does not issue a permit to sell fireworks; however, a permit is required through the Code Compliance Department (582-7153), and an on-site inspection by a Fire Marshal (582-7095) is required prior to selling fireworks.

The Storage of Fireworks:

- A storage permit is required if fireworks, other than what is kept in a stand or store, are to be stored on site. This permit requires an approved storage unit and an on-site inspection by a Fire Marshal to assure conformance with the *National Fire Prevention Code*. A storage permit application can be obtained through the Department of Fire, Rescue, and Emergency Services (582-7095). The permit fee is \$200.

The Display of Fireworks:

- If a group or agency is planning a fireworks display, they need to obtain an application from the County Administrator's Office (582-7010). The application needs to be completed and returned to the County Administrator's Office. However, the Department of Fire, Rescue, and Emergency Services will be responsible to sign off on this application before it is approved/disapproved by the Board of Supervisors and an on-site inspection by a Fire Marshal may be required (582-7095). Currently there is no cost for this permit.

Additional Information:

- Specific questions related to fireworks should be directed to the Department of Fire, Rescue, and Emergency Services. These inquiries will be addressed by the Deputy Fire Marshal, Assistant Fire Marshal, or the Director (582-7095).
- A list of legal fireworks is available upon request from the Department of Fire, Rescue, and Emergency Services (582-7095).

SPOTSYLVANIA COUNTY
Department of Fire, Rescue, and Emergency Services
9107 Courthouse Road, P.O. Box 818
Spotsylvania, VA 22553

Phone: (540) 582-7107 Fax: (540) 582-6957