

Welcome to the 2019 Fireworks Season!

Fireworks stands are permitted only within city limits of Gig Harbor via this application process. Approval is contingent upon review of your submitted full application packet. One application packet per stand location.

Applications will only be accepted during the period between April 15th and June 1st of the year for which the license is sought, as per the City of Gig Harbor Municipal Code, Chapter 8.20

Please ensure the contact information and stand location is consistent throughout all the forms.

All of the following documents are **required**, incomplete submittals will be denied

- Copy of the applicants Washington State Fire Protection Bureau License (*Consumer Fireworks Retail Sales Facility License*)
- Current WA State Business License showing an endorsement for the City of Gig Harbor
- Certificate of Insurance with all requirements as outlined in the “Temporary Fireworks Stand” client assistance memo
- “Temporary Fireworks Stand Permit” application
- “Fire Code Permit” application, must include site diagram as noted in the “Tent Memo”
- Copy of lease agreement with property owner of stand location
- If a tent or membrane structure is to be used for the stand, include a copy of the flame retardant certificate
- Two separate checks of all applicable fees:
 - \$100 Bond (one check)
 - \$45 Fire Code Permit & \$55 Fireworks Stand Permit (combined payment)

SUBMIT APPLICATION & ALL REQUIRED FORMS/FEEES AS FOLLOWS:

ATTN:

Building & Fire Safety – Fireworks
3510 Grandview Street
Gig Harbor WA 98335

\$100 Bond Check
\$100 Permit Fees
*Make checks payable to “City of Gig Harbor”

For questions or further assistance please feel free to contact me.

Helia Johnston

[City of Gig Harbor](#) | Building Assistant

P: 253.853.8250 | F: 253.858.6408

3510 Grandview Street, Gig Harbor, WA 98335



City of Gig Harbor



BUILDING AND FIRE SAFETY

FC _____

TEMPORARY FIREWORKS STAND PERMIT APPLICATION

APPLICANT INFORMATION

Name of person, firm or organization applying for permit:

Contact Name: _____ Phone Number: _____

E-mail Address: _____

Mailing Address: _____

City of Gig Harbor Business License Number/ UBI#: _____

(Temporary Fireworks Stand Permit cannot be issued without a current City of Gig Harbor Business License)

PROPERTY OWNER INFORMATION (FOR LOCATION OF FIREWORKS STAND)

REQUIRED – Attach copy of lease agreement with property owner of stand location

Building Name: _____

Physical Address: _____

Owners Name: _____

Email: _____ Phone # _____

Mailing Address: _____

SUBMIT APPLICATION & ALL REQUIRED FORMS/FEEES AS FOLLOWS:

ATTN:

Building & Fire Safety – Fireworks \$100 Bond Check
3510 Grandview Street \$100 Permit Fees
Gig Harbor WA 98335

**Make checks payable to "City of Gig Harbor"*

I CERTIFY TO THE BEST OF MY KNOWLEDGE THAT THE INFORMATION ABOVE IS TRUE AND CORRECT. I HAVE READ THE RULES AND REGULATIONS AND AGREE TO ABIDE BY THOSE RULES AND REGULATIONS AS STATED IN THE GIG HARBOR MUNICIPAL CODE 8.20, 15.16 & WAC 212-17. I FURTHER CERTIFY THAT THE BUSINESS FOR WHICH THIS PERMIT IS TO BE USED WILL SUBMIT ALL SALES TAXES COLLECTED UNDER USER ID #2708 OR #2788HBZ

(This Space Reserved for Receipting)

Signature of Applicant Date

Approved by Date
(City of Gig Harbor Representative)



BUILDING AND FIRE SAFETY

FC _____

FIRE CODE PERMIT APPLICATION AND PERMIT

Application to use, install, conduct processes or carry on operations involving or creating conditions deemed hazardous to life or property. (Plans and other information may be required at the request of the Fire Marshal)

APPLICANT INFORMATION

Business / Applicant Name: _____ Bus. Lic. # _____

Contact Name: _____

Email: _____ Phone # _____

Mailing Address: _____

Emergency Contact Name: _____

Emergency Contacts Phone # _____ Relation to Applicant: _____

PROPERTY INFORMATION (LOCATION OF FIREWORKS STAND)

Building Name: _____

Physical Address: _____

Owners Name: _____

Email: _____ Phone # _____

Mailing Address: _____

PERMIT INFORMATION

Application is requested by the undersigned for a permit permitting:

Use Store Install Operate Conduct

The following activity(s) _____

I CERTIFY THAT ALL ACTIVITIES WILL BE CONDUCTED IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS. I UNDERSTAND THAT THIS PERMIT DOES NOT TAKE THE PLACE OF ANY LICENSE REQUIRED BY LAW AND IS NON-TRANSFERABLE. I UNDERSTAND THAT THIS PERMIT IS REVOCABLE FOR CAUSE AS PROVIDED UNDER THE GIG HARBOR MUNICIPAL CODE 15.16, 8.20 AND WAC 212-17

Applicant Name (Print)

Applicant Signature

Date

OFFICE USE ONLY

Application is: Approved NOT Approved

Inspection Required: Yes No

Conditions of Approval: _____

Approved By (Print)

Signature

Date

Inspected By (Print)

Signature

Date



CLIENT ASSISTANCE MEMO TEMPORARY FIREWORKS STAND PERMIT & ISSUANCE STANDARDS

If you are an organization planning to sponsor a temporary firework stand, there are certain rules and/or requirements. It is unlawful for any person, firm or corporation to engage in the retail sales of or to sell any fireworks within the Gig Harbor City Limits without first complying with these provisions, and those of WAC 212-17 and Senate Bill 6080 2001-02

The maximum number of permits issued by the City of Gig Harbor in any year will not exceed one for every 500 residents. In the event there are more applications than there are permits available, permits shall be granted to any person, firm or corporation having been issued the permit in the previous year.

The applicant must have a current City of Gig Harbor business license endorsement on their WA State Business License.

In addition, the applicant must have a valid Washington State license authorizing the holder to engage in the fireworks business. The location for the temporary stand must be in a zone where commercial activity is authorized.

How much will it cost?

The fees for a temporary firework stand permit is \$45 for a Fire Code permit & \$55 for Fireworks Stand permit. Applications will only be accepted during the period between April 15th and June 1st of the year for which the permit is sought. A permit shall entitle the permittee to maintain only one retail outlet and is non-transferable. In addition, the applicant must submit a bond in an amount of \$100 that will be refunded upon the removal of the temporary stand and all debris from the site. A clean up inspection is required to make the determination.

What if the business is a non-profit organization?

The same stipulations and cost apply for all non-profit organizations.

What about insurance requirements?

The applicant shall submit proof of liability insurance amounts not less than \$1,000,000 Commercial General Liability (each occurrence); \$50,000 damage to premises; \$1,000,000 Personal & Adv Injury; \$2,000,000 General Aggregate; \$2,000,000 Products – Comp/OP AGG.

The policy shall name the City of Gig Harbor as the certificate holder and as an additional insured. The address of the temporary fireworks stand must be noted.

Unsold stock

All unsold stock must be removed from temporary fireworks stand by 12:00 noon on July 6, of the year permit is issued. Removal of fireworks stand, and clean-up of all debris must be completed by July 10, of the year permit is issued. Failure to comply with stand removal and site cleanup shall result in forfeiture of the \$100.00 bond and may be grounds for refusal to grant a permit the following year. Applicant may also be liable for any additional clean-up charges as determined by the Fire Marshal. It is the applicant's responsibility to schedule a clean-up inspection by the fire marshal prior to release of the bond.

What are the Fireworks Stand regulations?

All stands shall meet all the requirements of GHMC 8.20, WAC 212-17 and Senate Bill 6080 2001-02

1. Failure or refusal to obey any rule or regulation may result in revocation of the sales permit
2. Fireworks stand permit issued by the City of Gig Harbor is required and must remain posted and in a visible location at all times the stand is open
3. Fireworks sales are permitted only during the following times:
June 28th 12noon – 11pm, June 29th – July 4th 9am – 11pm, July 5th 9am – 12noon
4. All required signage is the responsibility of the fireworks stands operator
5. No smoking or open flames are allowed within 25 feet of any fireworks stand. Signs shall be posted on all four sides of the stand
6. Discharge of fireworks within 300 feet of any fireworks stand is prohibited. Signs shall be posted on all four sides of the stand
7. Sales of fireworks to persons under the age of 16 is prohibited, photo ID is required. Sign shall be posted on front of each stand
8. At least one adult (18 years or older) shall be in attendance at all times stands are open
9. Exits with minimum width of 28 inches are required at opposite ends of the stand and shall be connected by an aisle not less than 24 inches in width. Exits and aisles shall be clear and unobstructed at all times the stand is occupied
10. Two (2) fully charged, two and one half (2 ½) gallon pressurized water type fire extinguishers shall be readily available inside the stand
11. Stands shall be closed and locked when not open for business unless all fireworks have been removed
12. Sleeping inside fireworks stands is prohibited
13. Stands shall be a minimum of 20 feet from any building (40 feet from front of stand); 100 feet from any gasoline station or dispenser, oil storage tanks or premises where flammable liquids are stored
14. Stands shall be located so as not to impede traffic flows.
15. Stands shall be kept clear of weeds, grasses, and combustible materials for a minimum of 20 feet around.
16. A minimum of 20 feet shall be maintained between stands and vehicle parking and use of fuel fired equipment.
17. All electrical equipment, including battery-powered equipment shall be listed and labeled by a recognized laboratory. Cords shall be protected from damage
18. Tents shall be in compliance with all requirements of Uniform Fire Code Article 32
19. All unsold stock must be removed from temporary fireworks stand by 12:00 noon on July 6, of the year permit is issued. Removal of fireworks stand, and clean-up of all debris must be completed by July 10, of the year permit is issued. Failure to comply with stand removal and site cleanup shall result in forfeiture of the \$100.00 bond and may be grounds for refusal to grant a permit the following year. Applicant may also be liable for any additional clean-up charges as determined by the Fire Marshal. It is the applicant's responsibility to schedule a clean-up inspection by the Fire Marshal prior to release of the bond.

Tents, Canopies and Membrane Structures

Temporary membrane structures, tents and canopies, are popular shelters used for a variety of special events. While generally safe, these structures pose their own peculiar fire and life safety concerns and are therefore subject to permit and inspection requirements as described in this client assistance memo when erected in the City of Gig Harbor. In addition to the requirements contained in this memo, tents, canopies and membrane structures must comply with all other requirements of the Gig Harbor Municipal Code.

Definitions: For the purposes of this client assistance memo, the following words and terms shall have the meanings shown below.

Air-Supported Structure – A structure wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

Canopy – A structure, enclosure or shelter constructed of fabric or pliable materials supported by any manner, except by air or the contents it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

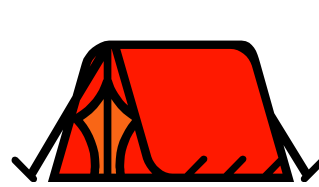
Membrane Structure – An air inflated, air supported cable or frame covered structure as defined by the International Building Code, which is erected for less than 180 days and is not otherwise defined as a tent, canopy, or awning.

Tent – A structure, enclosure, or shelter constructed of fabric or pliable material supported in any manner except by air or the contents it protects and is open without sidewalls or drops on less than 75 percent of the perimeter.

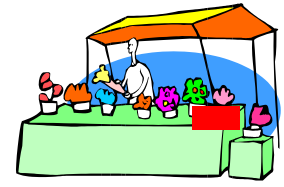
Permit Required: A permit is required to erect or operate any air supported temporary membrane structure or tent having an area in excess of 200 square feet and canopies in excess of 400 square feet.

Exceptions:

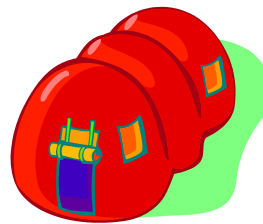
1. Tents used exclusively for recreational camping purposes;
2. Fabric canopies open on all sides which comply with **all** of the following:
 - A) Individual canopies having a maximum size of 700 square feet;
 - B) Multiple canopies placed side by side without a fire break clearance of 12 feet, and not exceeding a total, aggregate size of 700 square feet;
 - C) A minimum clearance of 12 feet is provided between all canopies or groups of canopies and other structures and tents.



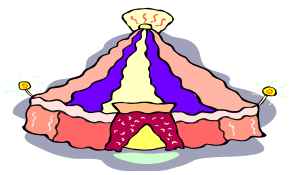
Recreational Camp Tent



Canopy



Air Supported Structure



Tent

Inspections: An inspection of all temporary membrane structures, tents and canopies requiring a fire code permit is required prior to occupancy. Inspections must be requested 24 hours in advance by calling the City inspection scheduling line at 253.851.6170. All required structural, fire and life safety provisions must be complete at the time of inspection. After hour and weekend inspections may be requested for an additional fee. Additional inspections may be required depending on the use as determined by the Fire Marshal.

Access: Fire department vehicle access with a clear, all weather driving surface width of 20 feet must be provided to within 150 feet of all temporary membrane structures, tents and canopies. Access roads in excess of 150 feet in length must be provided with an approved vehicle turnaround as specified in GHMC 15.30.2. A site plan demonstrating compliance must be provided at the time of permit application.

Location: Tents, canopies or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents, canopies, or membrane structures, parked vehicles, or internal combustion engines. For the purposes of determining required distances, support ropes and guy wires shall be considered as part of the temporary membrane structure, tent or canopy.

Exceptions:

1. Separation distance between membrane structures, tents and canopies not used for cooking, is not required when the aggregate floor area does not exceed 15,000 square feet.
2. Membrane structures, tents, or canopies need not be separated from buildings when all of the following conditions are met:
 - A. The aggregate floor area does not exceed 10,000 square feet
 - B. The aggregate floor area of the building **and** membrane structure, tent or canopy shall not exceed the allowable floor area, including increases, indicated in the International Building Code.
 - C. Required means of egress provisions are provided for both the building and the membrane structure, tent or canopy including travel distances.
 - D. Fire apparatus access roads are provided in accordance with this policy.

Structural Stability: Temporary membrane structures, tents and canopies shall be adequately braced and anchored to prevent collapse or displacement from natural or man-made occurrences. Documentation of structural stability shall be furnished to the building official/fire marshal upon request.

Flame Resistance: Fabrics used in the membrane of all structures permitted under a fire permit must be composed of flame resistant material or shall be treated with flame retardant in an approved manner. A permanently affixed label bearing the size and fabric or material type; flame resistance information; date of last treatment, trade name and type of retardant used, and name of person and firm applying retardant for treated fabrics. Floor coverings and combustible decorative materials shall be flame retardant or treated in an approved manner.

Seating Arrangements, Means of Egress, Exit Identification, Cooking, Heating, and Sources of Ignition: Seating arrangements, means of egress, exit identification, cooking, heating and sources of ignition, must be in accordance with IFC Chapter 24 requirements. A floor plan demonstrating compliance must be provided at the time of permit application.

Combustible Materials. Hay, straw, shavings or similar combustible materials shall not be located within any tent, canopy or membrane structure containing an assembly occupancy, except materials necessary for the daily feeding and care of animals. Sawdust and shavings utilized for a public performance or exhibit shall not be prohibited provided the saw dust and shavings

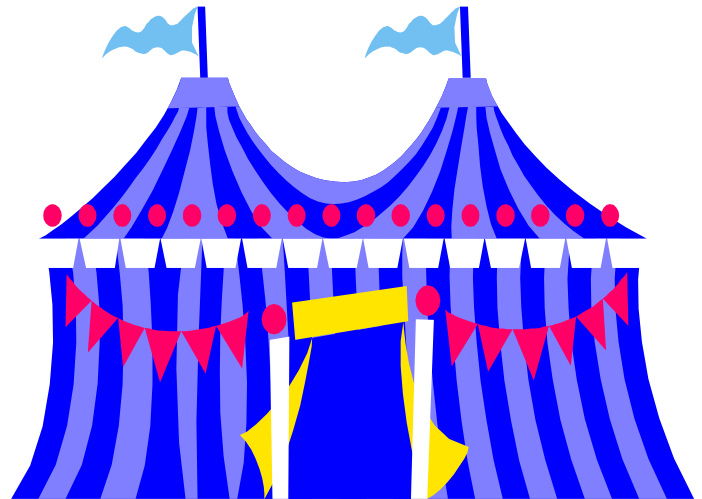
are kept damp. Combustible materials shall not be permitted under stands or seats at any time.

Smoking. Smoking shall not be permitted in tents, canopies or membrane structures. Approved "No Smoking" signs shall be conspicuously posted in approved locations.

Portable Fire Extinguishers. Portable fire extinguishers with a minimum rating of 2A: 10 BC shall be provided within 30 feet travel distance of all points within the tent, canopy or membrane structure.

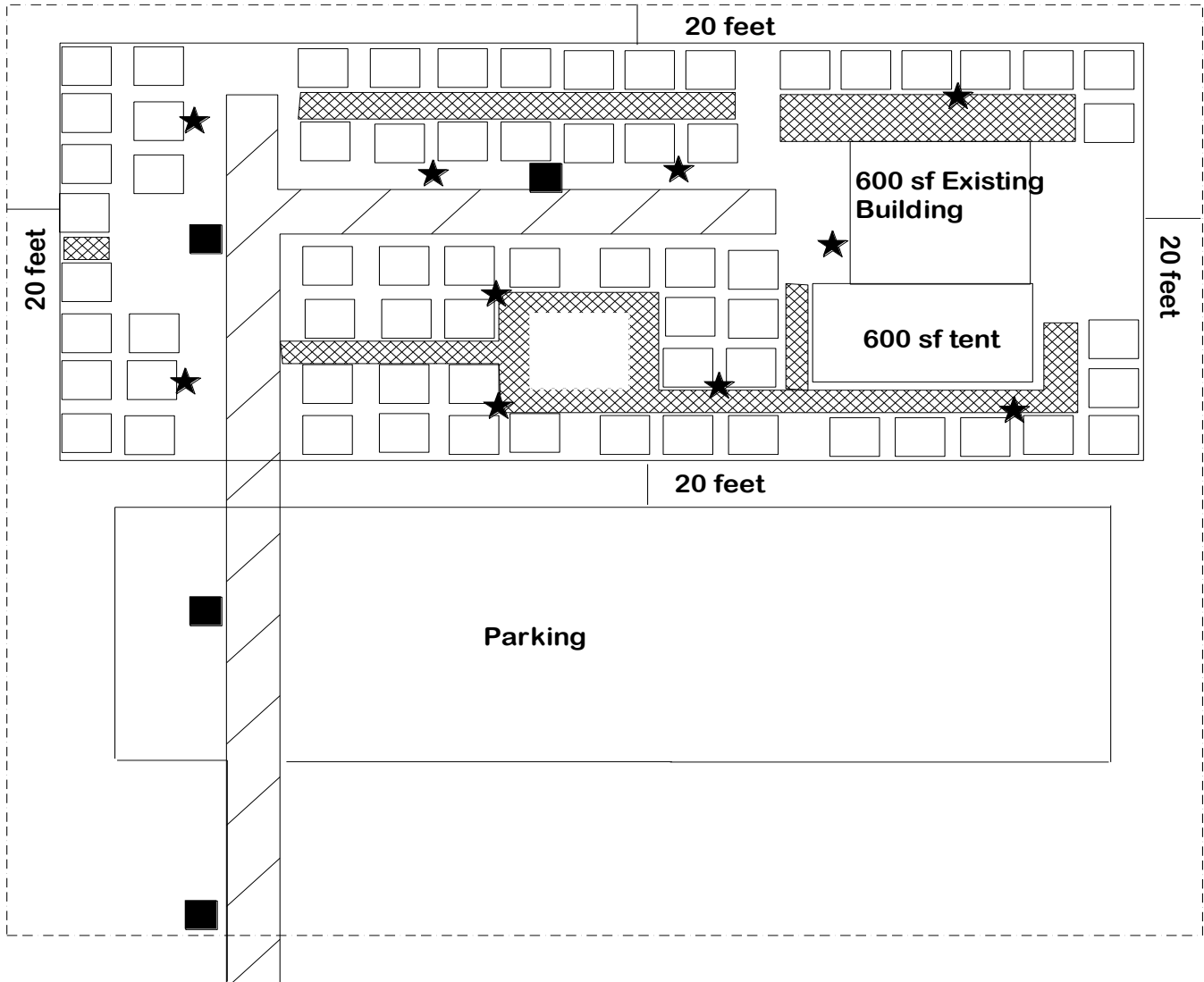
Vegetation Removal. Combustible vegetation shall be removed from the area occupied by a tent, canopy or membrane structure and from areas within 30 feet of such structures.

Combustible Waste. Floors of membrane structures, tents and canopies, and the area around them for a distance of 30 feet shall be kept clear of combustible waste. Waste shall be stored in an approved container and removed from the structure at least once a day.



For more information: This client assistance memo provides information on general requirements for tents, canopies and air supported structures. There are additional requirements for special uses such as places of assembly, cooking, vehicle display, fireworks sales and more. In addition, the Gig Harbor Municipal Code contains requirements for permitting of special events and temporary structures. For more information on the permitting and use of tents, canopies and air supported structures, contact the Community Development Department at 253.851.6170. We thank you for your cooperation.

Sample Site Plan



Market St.



Fire Department Access Road



No Parking - Fire Lane sign



2A:10BC Rated Fire Extinguisher



100 sf. canopy



Min. 12 ft. fire break