



# FIREWORK STAND APPLICATION

DOUGLAS COUNTY ZONING & CODES  
3755 E 25<sup>TH</sup> STREET  
LAWRENCE, KS 66046  
PHONE: 785-331-1343  
ZONING@DOUGLASCOUNTYKS.ORG



ZFWS-

APPLICANT INFORMATION			
APPLICANT NAME			
PHONE NUMBER		EMAIL	
NAME OF STAND			
STAND LOCATION		STATE TAX ID #	
APPLICANT ADDRESS			
STAND SUPERVISOR(S)			
EMPLOYEE NAMES & AGE <small>(provide separate sheet if needed)</small>			

PROPERTY OWNER INFORMATION			
OWNER NAME			
ADDRESS, CITY, ZIP			
EMAIL		PHONE NUMBER	

USE SPECIFICATIONS	
DAYS OF OPERATION	
HOURS OF OPERATION	
TYPE OF STRUCTURE	

**SIGNATURE**

I/We, the undersigned am/are the (owner(s)), (duly authorized applicant), (**Circle One**) of the aforementioned property. By execution of my/our signature, I/we do hereby officially apply for a firework stand permit as indicated above.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

FOR STAFF USE ONLY			
ZONING APPROVAL?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	DATE: _____
PRINTED NAME: _____	SIGNATURE: _____		





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## APPLICATION SUBMITTAL REQUIREMENTS

**Yes** **No**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Complete application  |
| <input type="checkbox"/> | <input type="checkbox"/> | Application fee   |
| <input type="checkbox"/> | <input type="checkbox"/> | Owner Authorization form (if applicable)  |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan showing:  |
|                          | <input type="checkbox"/> | All lot lines and distance from all property lines                                |
|                          | <input type="checkbox"/> | Existing and proposed structures/enclosures                                       |
|                          | <input type="checkbox"/> | Traffic ingress/egress and parking  |
|                          | <input type="checkbox"/> | Setbacks from roadways  |
|                          | <input type="checkbox"/> | Location of any generators or outside power sources                               |
|                          | <input type="checkbox"/> | Location of any overnight lodging <u>with</u> LDCH waste approval (if applicable) |
|                          | <input type="checkbox"/> | Designated smoking areas (if applicable)  |
|                          |                          | <u>Signage Locations</u>  |
|                          | <input type="checkbox"/> | No Smoking Signs (One per entrance)   |
|                          | <input type="checkbox"/> | Exit Signs (Minimum 2 exits)  |
|                          | <input type="checkbox"/> | Fire Extinguisher Locations (Minimum 2)   |
|                          | <input type="checkbox"/> | Stand Owner and their Emergency Contact Info                                      |
|                          | <input type="checkbox"/> | Rules Sign  |
| <input type="checkbox"/> | <input type="checkbox"/> | Proof of insurance (minimum of \$1,000,000 in general commercial liability)       |
| <input type="checkbox"/> | <input type="checkbox"/> | Proof of public notice mailings, copy of letter, and copy of owner list           |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of Kansas Sales Tax Certificate  |

## STAFF APPLICATION REVIEW CHECK-LIST [STAFF USE ONLY]

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Complete application packet                        |
| <input type="checkbox"/> | Application fee                                    |
| <input type="checkbox"/> | Scaled site plan                                   |
| <input type="checkbox"/> | Print and Laminate:                                |
|                          | <input type="checkbox"/> 2 exit signs              |
|                          | <input type="checkbox"/> 2 fire extinguisher signs |
|                          | <input type="checkbox"/> One 3' x 3' Rules Sign    |
|                          | <input type="checkbox"/> Permit placard            |
| <input type="checkbox"/> | Internal notifications sent                        |



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**Douglas County Firework Stand Regulations** [see HR 21-9-2 for complete regulations]

- Distance from Road. All Fireworks Stands shall be located at least 25 feet from any road rights-of-way or highway rights-of-way. Fireworks Stands must be oriented in a way that does not conflict with road line of sight.
- Distance from Flammable Materials. No Fireworks shall be stored or sold within 100 feet of any source of flame, sparks, or more than one gallon of any explosive, flammable, combustible, or volatile material; provided, however, that the foregoing shall not apply to operable motor vehicles located more than 25 feet away from stored Fireworks or the Fireworks Stand. Generators shall be no closer than 50 feet of any Fireworks or Fireworks Stand.
- Fireworks, Open Flames and Hot Objects. Fireworks, open flames and devices capable of igniting combustible materials shall not be used, discharged or exploded within 100 feet of any Fireworks Stand.
- No Smoking/Alcoholic Beverages. Smoking and alcoholic beverages shall not be permitted within 100 feet of any Fireworks Stand or any adjacent areas where Fireworks are stored, sold or displayed. "FIREWORKS FOR SALE—NO SMOKING" signs shall be conspicuously posted inside and outside of the storage and/or sales location. The Operator shall enforce this provision with respect to all Persons at the Fireworks Stand. Both the Operator and the Person violating this provision may be subject to prosecution pursuant to Section 6-207.
  - If smoking areas are established outside the required 100 feet, smoking receptacles must be provided.
- Location. No temporary membrane structure, canopy or tent shall be located within twenty 20 feet of property lines, buildings, other temporary membrane structures, tents, awnings, and/or canopies.
- Permanent Structures. Shall meet all applicable federal, state, and local codes. Compliance with life-safety, fire prevention, structural integrity, and occupancy is required.
- Flame-retardant Treatments. The sidewalls, drops, and tops of awnings, canopies, temporary membrane structures and tents shall be composed of flame-resistant material or shall be treated with a flame-retardant material. All tents, membranes, structures, sidewalls, curtains, etc. must be flame retardant to NFPA 701 (this includes a permanently affixed label that identifies size and material type).
- Location of Exits. Exits shall be spaced at approximately equal intervals around the perimeter of the Fireworks Stand and shall be located such that all points are no more than 75 feet from any exit.
- Number of Exits. Every Fireworks Stand shall have at least 2 exits.
- Maintenance of Exits. The required width of exits, aisles and passageways to a public way shall not be less than 48 inches in width. Guide wires and other support members shall not cross a means of egress.
- Exit Signs. Exit signs shall be installed at required exit doorways and where otherwise necessary to clearly indicate the direction of egress. Exit signs may be no smaller than 8.5" x 11".



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- Fire Extinguisher/Telephone. Each Fireworks Stand shall have at least 2 approved and operable fire extinguishers (2A1 OBC minimum) and telephone on site for emergencies at all times. The names and telephone numbers of the principal owner and manager of the Firework Stand shall be legibly written or printed and posted in a visible, unobstructed place viewable from the front door of the establishment. This information shall be kept current so the constituents or general public know whom to contact in case of an emergency. Extinguishers shall be placed in a clearly designated location within the tent
- On-Site Security. Any overnight temporary lodging must be identified on the site-plan and requires waste approval from the Lawrence-Douglas County Health Department.
- Parking. Off street parking must be provided for all employees and customers, which shall be a minimum of 25 feet away from the Fireworks Stand and any Fireworks storage areas. Temporary parking does not need to be on an approved surface, but must be outside of the public right-of-way. Parking areas on grass must be mowed and maintained for the duration of the permit.
- Site Preparation. Weeds and grass must be mowed within 100 feet of the Fireworks Stand. Brush, hay, logs, and other flammable materials must be at least 100 feet from the Fireworks Stand. Grass and weeds must be mowed within a 30-foot diameter of any pedestrian path. The site must be mowed and maintained for the duration of the permit
- Temporary Stand Removal. The temporary stand and signs shall be removed on or before July 8th. An extension by the Zoning and Codes office may be permitted with a written request by the applicant. The extension request may be denied if the request is not made in good faith or lacks merit.
- Damage Deposit/Bond. Any Fireworks Stand which gains its principle means of ingress/egress by crossing either a public hike or bike path shall post a \$1,000 refundable bond or pay a \$1,000 deposit to ensure that the path is not damaged by the operation. The bond shall be made payable to Douglas County.
- Advertising Sign. Only two advertising signs can be erected to advertise each Fireworks Stand, which may be illuminated but shall not be flashing or animated. Neither sign may be larger than 32 sq. ft. Signs must be located in the front of the Fireworks Stand but not on the road or highway rights-of-way, and shall not represent a safety hazard. Sign size and locations, with dimensions, must be shown on the site plan. No off-site signs are permitted.
- Sales Tax Registration Certificate. The Operator shall conspicuously display its current Kansas Retailers' Sales Tax Registration Certificate at the Fireworks Stand.
- Only Fireworks May Be Sold. Unless applicable zoning regulations and approved site-plans allow the sale of other items at retail, only Fireworks-related items may be sold at Fireworks Stands and sale of other items is strictly prohibited.
- Fireworks Stand Permit. The Operator shall conspicuously display its Fireworks Stand permit at the Fireworks Stand.
- Original Packaging. All Fireworks shall remain in original packaging, unless otherwise permitted pursuant to regulations of the Kansas Fire Marshall.
- Public Notice. The Operator shall send public notice to all property owners in a 1,000-foot radius of the property used for fireworks distribution prior to submitting their application to Zoning and Codes.
  - A copy of the letter, the property owner list, and certification of the date the letters were mailed to the address on the list shall be submitted as part of the application.



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