



## Loveland Fire Rescue Authority

Community Safety Division  
410 E. 5<sup>th</sup> St. Loveland, CO 80537  
(970) 962-2497  
eplan-fire@LFRA.org



### Fireworks Stands Permit Application Packet

#### Included in this Application Packet:

1. Requirements for Fireworks Stands
2. Required for Submittals for Fireworks Sales Permit
3. Permit Application (Fillable)
4. Waiver of Complaint Form
5. Sample of On-Site Inspection Form

Please thoroughly read the Fireworks Stands (Fireworks Sales) Permit Policy so you understand the requirements. This packet also includes a sample of the inspection form that LFRA will use during our inspection of fireworks stands. Some points to note are:

- A copy of the Required for Submittals for Fireworks Sales Permit document must be signed and kept on site at all stand locations.
- The Sales Permit fee is \$2,000.00 and is non-refundable.
- Minimum age for a sales operator is 21. All sales personnel shall be minimum age 16.
- Fireworks shall be removed from the stand when closed or unattended, and moved to the approved storage container.
- A separate permit is required for tents larger than 700 square feet. The maximum size tent allowed is 40' x 60' or 2,400 square feet. See permit application for fees.
- Incomplete submittals will not be accepted; the applicant must resubmit corrections.
- Sales inside buildings are prohibited.
- Fireworks stands may operate from June 15 to 11:59 p.m. July 4.

We appreciate your efforts in completing your submittal early. Please feel free to call or email the LFRA Community Safety Division if you have questions or need further information. We look forward to working with you to achieve a safe and fun Fourth of July.

### Your Submittal Must Include:

1. Completed application
2. All information from the document "Required for Submittals for Fireworks Sales Permit"
3. Payment for Sales/Stand Permit and Tent Permit (if required). You may pay by check or over the phone with a credit card
4. Once your submittal is approved and fees are paid, you may schedule your LFRA inspection.

Email completed forms to [eplan-fire@LFRA.org](mailto:eplan-fire@LFRA.org) or mail to

Loveland Fire Rescue Authority  
410 E. 5<sup>th</sup> St.  
Loveland, Co 80537

# Temporary Fireworks Stands Requirements

## Overview:

This information is provided to ensure that temporary fireworks stands located in the Loveland Fire Rescue Authority (LFRA) response area are operated at the highest level of safety. Temporary fireworks stands (fireworks sales) are defined as non-permanent retail establishments erected for a short period of time for the retail sale of limited quantities of permissible fireworks. Any retail sale of fireworks outside of the scope of this definition shall meet all requirements of applicable Building and Fire Codes, County and Land Use Ordinances, and Colorado state law.

It shall be the responsibility of the applicant to comply with these written requirements in order to obtain a permit to sell fireworks in the LFRA district and operate a fireworks stand. It shall be the responsibility of the LFRA Community Safety Division to issue such permit when the applicant has met these requirements.

**A SIGNED COPY OF THESE REQUIREMENTS SHALL BE GIVEN TO THE OPERATOR OF THE TEMPORARY FIREWORKS STAND AND SHALL BE KEPT ON SITE AT ALL TIMES.**

## General Information:

1. The operation of temporary fireworks stands is limited to the time period of June 15 to 11:59 p.m. July 4.
2. The minimum age for a temporary fireworks stand operator is 21 years of age.
3. The minimum age of all staff shall be 16 years of age.
4. The operator shall provide evidence of liability insurance of at least \$1,000,000.
5. The operator shall provide written permission from the property owner to use the site for fireworks sales.
6. The operator shall provide the names and addresses of fireworks suppliers and proof of their wholesaler license to sell in Colorado. The operator shall also provide a copy of the invoice including the type, number and pyrotechnic composition of fireworks to be sold.
7. The operator shall provide the name, birth date and address for all individuals responsible for sales and compliance in the operator's absence. Name(s) of every retail salesperson shall be submitted to LFRA for approval prior to that person selling fireworks. This list shall be maintained on site at all times.
8. The operator and employees responsible for operating the stand shall have no history of criminal convictions or violations of fireworks and/or explosive laws in any state or jurisdiction.
9. The operator shall post signs indicating the age restrictions for purchasing and/or possessing fireworks in accordance with state law. Sign locations shall be approved by LFRA inspectors.
10. The consumption and/or use of alcohol or illegal drugs by employees during work hours or eight hours prior to working is prohibited.
11. No retail sales inside buildings are allowed, other than those fireworks defined as novelties by the State of Colorado. State Fireworks rules can be found here: <https://dfpc.colorado.gov/sections/fire-and-life-safety/rules>

## Permit Requirements:

1. A Fire Safety Inspection of the fireworks stand shall be required prior to issuance of any permit. An inspection may only be scheduled after the operator has submitted a completed application package and remitted payment of fees, and the application has been approved by LFRA. To schedule the inspection, the stand operator shall contact LFRA at (970) 962-2497 at least 24 hours prior to the requested date of inspection. Inspections shall be conducted only during normal business hours: 8:00 a.m. to 4 p.m. Monday-Thursday or 8:00-11 a.m. Friday. Off-hours and weekend inspections will be charged an additional \$150.00.
2. At the scheduled date and time of the inspection, the fireworks stand shall be in sale-ready condition.
3. If the fire official determines that the stand is not in sale-ready condition and a re-inspection will be required, the operator will be required to pay a \$75.00 re-inspection fee that must be paid before another inspection will be scheduled.
4. The permit to operate a temporary fireworks stand and any other required permits shall be posted on location at all times that the stand is open to the public.
5. Immediate compliance with LFRA orders shall be required.
6. Operators and their agents shall be responsible for ensuring compliance with permit conditions and/or fire official orders and ensuring that compliance is maintained throughout the retail period.
7. By signing the original permit application, the applicant agrees, for the purposes of notification of revocation, that such notice shall be deemed received by the applicant when served upon the applicant's representative (Stand Owner/Operator) whether or not said representative is under continued employment of applicant. The representative will be deemed to be the agent for service of the violation.
8. Non-compliance and/or violation of any requirements of this policy or any other applicable rules or regulations may constitute a fire hazard and/or life-safety risk, and may be grounds for immediate denial and/or revocation of the permit.
9. Notice and Orders shall be posted at the time of the violation(s) notification and will detail the violation(s), date and time. This Order shall be signed by the fire official and stand operator and is to be displayed with the temporary fireworks stand permit. The LFRA fire official will check this area during each inspection for violation(s) and compliance purposes.

## Application Requirements:

1. The stand operator shall complete and submit a temporary fireworks stand application to LFRA's Community Safety Division for each stand being operated. Included with the completed application, the operator shall submit all required documents and shall pay a non-refundable fee of \$2,000.00 per stand. The completed application package must be submitted at least 10 working days prior to the installation of the stand. By signing the application, the applicant becomes the responsible party and acknowledges understanding of these requirements and agrees to comply with all provisions.
2. Other permits that may be required from the applicable Building Department include:
  - Temporary fireworks stands constructed of any material other than a tent shall be required to obtain a valid temporary building permit.
  - Sign permits for all stands may be required.
  - Temporary power poles may be required to have a temporary electrical permit
3. The maximum size tent that is allowed will be 40 feet by 60 feet or 2400 square feet.

4. The stand shall be constructed adequately to protect contents from the elements.
5. The stand must be adequately anchored to the ground to prevent movement during high winds. Tent securing and safety requirements can be found here: <https://lfra.org/our-services/community-safety-fire-prevention/services-for-businesses/special-events/>
6. All electrical wiring shall be in accordance with applicable fire and electrical codes.
7. The stand shall have a minimum of two exits.
8. The stand and storage magazine shall be located a minimum of 25 feet from public ways (including streets) and 50 feet from inhabited buildings.
9. The operator shall prohibit open flames and/or smoking within 25 feet of the stand and storage magazine, and "No Smoking" signs shall be conspicuously posted within and outside on all four sides.
10. No parking shall be allowed within 25 feet of the stand or magazine storage facility. "No Parking" signs and barriers must be posted and visible from the established parking area. Barriers shall be constructed in such a way that they will withstand wind and remain standing at all times.
11. Vehicles belonging to stand operators, employees and/or visitors may not be parked along the traveled portion of the public right-of-way at any time.
12. The stand shall have a minimum of two 2A rated fire extinguisher. This can be a 2½ gallon pressurized water extinguisher or a 5-pound ABC dry chemical extinguisher. All fire extinguishers must be properly mounted and display a current inspection tag.
13. When the stand is closed and/or unattended, all fireworks shall be removed from the stand and be placed in the storage container.
14. No sleeping is allowed inside tents, stands or storage containers.
15. The maximum total quantity of fireworks allowed for each permitted site is 5,000 pounds, based on shipping weight. This is maximum total storage and sales amounts combined at any one time. Retailer must present proof of stock weight at the time of inspection.
16. Only fireworks allowed by CRS are permitted. Any illegal fireworks shall be confiscated by the fire official and shall be destroyed. These fireworks will not be returned to the owner. State Fireworks rules can be found here: <https://dfpc.colorado.gov/sections/fire-and-life-safety/rules>
17. The number of stands on each permitted site shall be restricted to one.
18. The operator shall be required to request an inspection 24 hours in advance of the desired inspection date by calling Loveland Fire Rescue Authority Community Safety Division at 970-962-2497. The stand must be in a "sale ready" condition before the inspection may be performed. If an inspection is scheduled and the inspector determines that the stand is not in "sale ready" condition, the operator may be required to pay a \$75.00 re-inspection fee prior to rescheduling the inspection (\$150.00 for off-hours and weekends).

## Tent Requirements:

*If the temporary fireworks stand to be used is a tent/canopy, the following requirements must also be met:*

1. Tents, canopies and temporary membrane structures shall be adequately roped, braced and/or anchored to withstand the elements of weather against collapsing. Tent securing and safety requirements can be found here: <https://lfra.org/our-services/community-safety-fire-prevention/services-for-businesses/special-events/>
2. The maximum size tent that is allowed will be 40 feet by 60 feet or 2,400 square feet.
3. The sidewalls, drops and tops of temporary membrane structures, tents and canopies shall be composed of flame resistant material. At the time of permit submittal and inspection, the operator must provide written documentation as to the fire resistance rating of the tent material.
4. Fireworks, open flames and devices capable of igniting combustible materials shall not be used within 200 feet of the tent.
5. Weeds and flammable vegetation shall be removed from the area occupied by a tent or canopy and from areas adjacent to or within 30 feet of the tent or canopy.
6. Smoking shall not be permitted in or near tents, canopies and temporary membrane structures used as temporary fireworks stands. "No Smoking" signs shall be conspicuously posted within and outside on all four exterior sides.

## Storage:

1. The security of all explosives shall be maintained at all times; a Type IV magazine is required. All storage magazines shall be at least 25 feet from the stand. All storage magazines are required to be marked on all sides with either the NFPA 704 placard displaying the hazard designators shown below or with a standard 1.4 G Explosives placard or sign. Minimum size of the signs is 12 inches square and shall be reflective for night visibility. Storage magazines shall be locked any time they are unattended.

*NFPA 704 placard*



*1.4G Explosives placard*



2. No parking shall be allowed within 25 feet of either the temporary fireworks stand or the storage magazine. "No Parking" signs must be posted and visible from parking area.
3. The stand and storage magazine shall be located a minimum of 25 feet from the public way (including roadways) and 50 feet from inhabited buildings.

4. The operator shall state where any bulk quantities of fireworks off site are to be stored, how fireworks are to be transported to each stand and how unsold fireworks are to be disposed. All drivers transporting fireworks shall have appropriate Colorado drivers license.

5. Storage of fireworks when not in the stand shall be in accordance with all applicable codes and ordinances. State Fireworks rules can be found here: <https://dfpc.colorado.gov/sections/fire-and-life-safety/rules>

6. Property within 25 feet of storage magazines shall be kept clear of combustible materials such as rubbish, brush, dried grass, leaves, dead trees and live trees less than 10 feet high, unless pre-approved by LFRA. Combustible materials shall not be stored within 50 feet of magazines.

## **REVOCATON OF PERMIT**

Procedure for revocation will be as follows:

1. All violations shall be noted and explained to the stand operator and written Notice and Orders will be prepared by the fire official. The Notice shall be signed by the stand operator and the fire official. The Notice shall be posted in a conspicuous location within the stand until the violations have been corrected and approved by the fire official.
2. Timeframe for compliance shall be designated as immediate. If corrections cannot be made immediately, the permit shall be immediately revoked and the stand closed for retail operation.
3. Immediate compliance will be noted on the Notice and Orders or a re-inspection shall occur to verify compliance and allow for reinstatement of the permit.
4. Application for reinstatement of the permit may be made to the Loveland Fire Rescue Authority Community Safety Division, pending verification of correction of all outstanding violations. Payment of a re-inspection fee may be required prior to scheduling this inspection.
5. By signing the original permit application, the applicant agrees for the purposes of notification of revocation that such notice shall be deemed received by the applicant when served upon the applicant's representative (stand operator), whether or not said representative is under continued employment of applicant. The representative will be deemed to be the applicant's agent for service of the violation.

I have read the above requirements and understand that as the applicant/operator I am responsible for ensuring these requirements are met at all times.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of operator \_\_\_\_\_ Date \_\_\_\_\_



# Loveland Fire Rescue Authority



Community Safety Division  
410 E 5<sup>th</sup> St., Loveland, CO 80537  
(970) 962-2471

Email to: [Eplan-Fire@LFRA.org](mailto:Eplan-Fire@LFRA.org)

## Application for Special Event Permit

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Event Name: \_\_\_\_\_

Responsible Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicany Business Address: \_\_\_\_\_

Event Address: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_

*This Application is a request to obtain a Special Event Permit from the Loveland Fire Rescue Authority. All permit applications must comply with the Community Safety Division's policies as well as the International Fire Code and/or resolutions adopted by the City of Loveland and the Loveland Fire Rescue Authority. Contact the Loveland Fire Rescue Authority's Community Safety Division (970) 962-2471 for information on specific permit requirements.*

<b>Special Permit</b>	<b>Fee</b>	<b>Qty.</b>	<b>Cost</b>
<b>Bonfires (See G.O. 7.14)</b>	\$350.00 Minimum		
<b>Fireworks Retail &amp; Wholesale</b>	\$2000.00		
<b>Fireworks Display, Flame Effects &amp; Pyrotechnics</b>	\$200.00		
<b>Special Amusement Area (Haunted House, Maze, etc.)</b>	\$100.00		
<b>Open Burning Inspection</b>	\$0.00		
<b>Planned Outdoor Event Permit</b> 1000 people or more and/or 4 or more tents of 700 sq. ft. or more	\$250.00		
<b>Tent Permit (Includes the 1<sup>st</sup> Inspection)</b> Tents or temporary membrane structures having an area of more than 700 sq. ft	\$75.00		
<b>Inflatable Amusement Device (Bounce House, etc.)</b>	\$75.00		
<b>Re-Inspection Fee</b>	\$75.00		
<b>After Hours Inspections – Minimum Two Hours</b> Any inspection after or before normal business hours of 7:30am-4:30pm Monday-Friday, or anytime on weekends. Fee shall be doubled if inspection occurs on a holiday or holiday weekend.	\$75.00 / Hour		
<b>Total Cost of Permits and Inspections</b>			

\_\_\_\_\_  
Responsible Person Signature

\_\_\_\_\_  
Email Address

### Office Use Only

Date of Inspection	Inspector	Permit #
Permit Issue Date	Permit Expiration Date	Payment Received



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### **Required for Submittals for Fireworks Sales Permit**

All required submittals must be received by this office at least 10 working days before installation of the permitted stand. **All submittals shall include the following, or shall be returned without review:**

- A completed fireworks sales permit application.
- A permit fee of \$2,000.00 per stand (mail check or call 970-962-2497 for credit card payment).
- A copy of the lease agreement or written permission to use the property for fireworks sales.
- A copy of the Waiver of Complaint form.
- A copy of public liability insurance in the amount of \$1,000,000 or greater for each sales site.
- A copy of the wholesaler's license to sell fireworks in the State of Colorado.
- A scaled drawing of the sales site(s). This drawing must include:
  1. Setbacks to property lines, public roads and highways, and all nearby structures.
  2. Location of parking and parking barriers.
  3. The location of any on-site storage container.
  4. The location of exits
  5. The location of fire extinguishers.
  6. The location of any fuel or heat sources such as auxiliary generators, gasoline storage, etc.
- The location of permanent or temporary electrical power and how it will be routed to the stand.
- A copy of the State of Colorado retailer of fireworks license.

### **Required at Time of Inspection**

- A copy of the invoice from the fireworks wholesaler showing the number, type and total weight of fireworks to be sold.

**NOTICE: The selling of illegal fireworks, failing to comply with any order of a Fire Official, failing to submit the required documents and/or falsifying or withholding any information on this application may result in the denial of, or immediate revocation of, the permit and the closure of the sales facility. A summons and/or confiscation of products may also result.**



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### WAIVER OF COMPLAINT

I HEREBY CERTIFY THAT I HAVE NO CONCERNS REGARDING LOCATION OR TRAFFIC CAUSED BY THE PLACEMENT OF A FIREWORKS STAND OPERATING ON “\_\_\_\_\_” PROPERTY.

I HAVE SPOKEN WITH THE OPERATOR OF THE FIREWORKS STAND AND UNDERSTAND DATES AND TIMES OF OPERATION AS WELL AS HOW TRAFFIC WILL BE ROUTED.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Company Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Stand Location**

\_\_\_\_\_  
**Owner/Operator Signature**



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## Fireworks Stand On-Site Inspection Checklist

Date	Initials	
1. _____	_____	Compliant exiting
2. _____	_____	“No Smoking” signs posted inside, all exterior sides
3. _____	_____	“No sales to persons under age 16” sign prominently posted
4. _____	_____	Lighting and electrical
5. _____	_____	Fire extinguishers (2) compliant and mounted, minimum 2A rating
6. _____	_____	Generator and fuel storage approved
7. _____	_____	Verify with operator nearest phone during business hours
8. _____	_____	Verify DOB of fireworks stand staff
9. _____	_____	On-site storage of additional fireworks
10. _____	_____	Trash storage/removal of grass, vegetation, combustibles
11. _____	_____	Permissible/legal fireworks only
12. _____	_____	Quantity of fireworks
13. _____	_____	Stand adequately constructed and anchored
14. _____	_____	Clearance to public way (25’) and inhabited buildings (50’)
15. _____	_____	Adequate clearance of ignition sources and combustible materials to stand and storage container

Inspector Comments/Recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant/Permittee: \_\_\_\_\_ Date: \_\_\_\_\_

Inspector: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_