

# CITY OF ST. ROBERT

M I S S O U R I

BUILDING DEPARTMENT

Date: June 3, 2013

TO: Fireworks Vendors

RE: Fireworks Permit Application

Enclosed you will find copies of the required applications and information needed to obtain a building permit and a merchants license for the temporary sale of fire works within the City of St. Robert. The procedure for obtaining the necessary permit is as follows:

Submit an application for Building Permit and Plan Review. This is in accordance with sections 105.6 & 105.7 of the 2006 IFC. You must have your Approved/Issued Permit posted (or available) on site **before** beginning construction of the temporary structure.

Include with your completed application the following documents:

1. A copy of your current State Fireworks License.
2. A copy of the certification for flame resistance. (Sections 2404.2 through 2404.4 of the 2006 IFC.)
3. A plat or drawing of the proposed location for the tent (or other temporary structure) with dimensions.

**All fees are to be paid at time of submittal of Permit Application. Fees that apply Permit Clerk are as follows:**

**Temporary Structure Fee: \$25**  
**Fireworks Vendor License: \$25**

All structures and electrical must be in compliance with the 2006 International Building Code and the 2005 National Electrical Code. If necessary, the vendor may request temporary power from the City Utilities Department. **This will require a two-week notice a \$200 fee for 100 or 200 amp service.**

Additional requirements are:

1. There shall be a minimum number of **two** approved independent exits. "EXIT" signs shall be easily identifiable and be reflective in nature with six inch lettering. (Section 2403.12.2 & 2403.12.3 of the 2006 IFC)
2. There must be at least **one** 4A rated extinguisher, or 2 2A rated extinguishers must be present and in working condition.
3. **Two** or more signs reading "FIREWORKS\_NO SMOKING" shall be displayed at all places where fireworks are stored or sold in lettering not less than four inches in height and reflective in nature. (Section 3308.11 of the 2006 IFC.)
4. A **fence/barrier** shall be installed, be of nonmetallic materials and collapsible in nature, to provide for emergency evacuation.

194 Eastlawn Ave Ste A  
St. Robert, Mo 65584  
Phone: (573) 451-2000 ext. 1128

# CITY OF ST. ROBERT

M I S S O U R I

(Additional requirements continued)

BUILDING DEPARTMENT

5. All tent stakes shall be **marked**, identifiable and protected to avoid tripping and personal injury to the public.
6. There shall be **no** vehicle parking allowed within twenty-five feet of the structure/tent.
7. Tents/structures located within parking lots shall have appropriate traffic control measures in place.
8. Combustible vegetation shall be removed from the area occupied by a tent, canopy or membrane structure and from areas within 30 ft of such structures.

**All inspections will be scheduled through the Permit Clerk. Per the Building Department Inspection Policy Letter, all inspections are scheduled at least 4 hours in advance.**

The following are items the city inspector will be looking for during the inspection:

For the *first* inspection you **must**;

1. Have the tent/structure secured, stakes marked, and protected.
2. If applicable, have electrical connected.
3. Have fence/barrier in place.
4. Have all required permits, license and flame resistance certificates posted.

For the *second and final* inspection you **must**;

1. Have all requirements of the first inspection completed.
2. Have "EXIT" signs posted and visible.
3. Have "FIREWORKS\_NO SMOKING" signs posted and visible.
4. Have required extinguishers in place and in working condition.
5. Have product on site and ready for sales to commence.

**CITY ORDINANCE 2624: FIREWORKS MAY ONLY BE SOLD IN THE CITY OF ST. ROBERT ON THE DATES OF JUNE 20<sup>TH</sup> THRU JULY 10<sup>TH</sup>, ALL INSPECTIONS MUST PASS AND APPROVAL MUST BE GIVEN BY THE BUILDING OFFICIAL.**

Sincerely,



Roderick Mosley  
Land Use Administrator/  
Building Official  
City of St. Robert

194 Eastlawn Ave Ste A  
St. Robert, Mo 65584  
Phone: (573) 451-2000 ext. 1128



# City of St. Robert Fireworks Permit Application



911 Address: \_\_\_\_\_ Ste/Lot #: \_\_\_\_\_

## Applicant Information

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Property Owner Info

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Needed Information

### Site Plans are required

(*must* be completed and coincide with site plan. Permit application will not be processed if information is not complete.)

Front Setback		Tent Dimensions		
Left Setback		Temp Electric	Yes	No
Right Setback		Generator	Yes	No
Rear Setback				

## Required Construction Documents or Project Specifications

**Site Plan-** Site plans shall show the property/lot boundaries, any easements located on the property, the location and dimensions of new structures and existing, the distance from the property line to new structure (setbacks), street location, north symbol, transformer location, water meter location, electric meter location. Demolition – site plan shall show construction to be demolished and location and size of existing structures and structures that are to remain on site.

**Electrical-** Electrical plans and specifications shall show the placements of all electrical outlets and panels, and fixtures. The size and type of wire or cable to be used for each circuit, feeder, or service needs to be specified. Total service amps shall be indicated. Note: Some project may require an Electrical Load sheet.

**Note: Incomplete applications will be denied and returned to applicant. Fees are non-refundable**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit. I also understand that I, along with all parties involved, are responsible for assuring that inspections are scheduled as necessary, and a representative must be present at all scheduled inspections. Failure to meet these requirements may result in a stop work order and assessment of rescheduling fees as outlined in the regulations and ordinances of the City of St. Robert. I further affirm that all necessary inspections shall be scheduled in accordance with the building code requirements of the City of St. Robert.

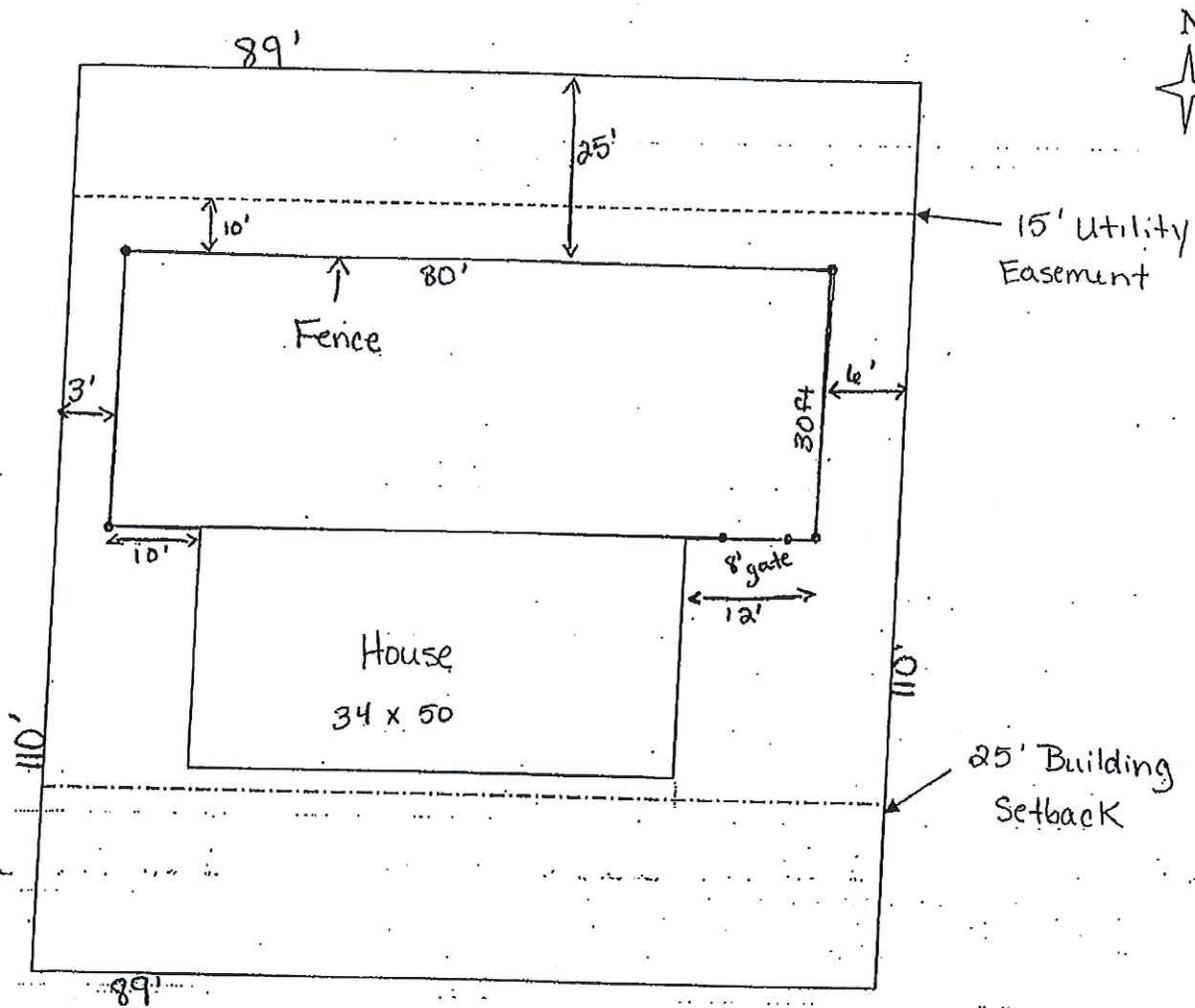
Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Note: Incomplete applications will be denied and returned to applicant. Fees are non-refundable**

## Site Plan Example

All of the following must be clearly marked on site plan: Property/Lot Boundaries, Dimensions, Location of Structure(s), Easements, Location of Work to be Done, Street, North Symbol, Setbacks and any other pertinent information for work to be done.

Please indicate location of transformer and distance from structure.



Street

# CITY OF ST. ROBERT TEMPORARY SIGN APPLICATION

## PART I: APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_ Status (circle one): Owner Tenant Promoter  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant Type (circle one): Business Event Charity Event Holiday/Festival Event Trade Show  
Describe promotion or event for which signage is being used: \_\_\_\_\_  
Address location of promotion or event: \_\_\_\_\_  
Start date of promotion or event: \_\_\_\_\_ End date of promotion or event: \_\_\_\_\_

I hereby certify that I am authorized to represent the business, charity or organization identified in this application and I understand that no temporary signs may be erected within a public-right-of-way, or attached to a utility pole or traffic control device. I further understand that any failure on my/our part to comply with the requirements for which this application has been approved will be cause for the revocation of the permit and immediate removal of all temporary signage. I understand that no temporary signage may be erected without the prior review and approval of the application by the City of St. Robert.

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

**NOTE TO APPLICANT:** Temporary signs cannot be used for more than 30 consecutive days in duration, and no more than four (4) instances of use during the calendar year. A new application cannot be applied for within 60 days of the previous temporary sign permit that was approved by the City.

## PART II: GENERAL SIGN SPECIFICATIONS

### 1. Type of temporary sign (select one):

- Portable Sign: Length = \_\_\_\_\_ feet Height = \_\_\_\_\_ feet Quantity: \_\_\_\_\_  
 Banner Sign: Length = \_\_\_\_\_ feet Height = \_\_\_\_\_ feet Quantity: \_\_\_\_\_  
 Inflatable Sign: Length = \_\_\_\_\_ feet Height = \_\_\_\_\_ feet Quantity: \_\_\_\_\_  
 Changeable Copy: Length = \_\_\_\_\_ feet Height = \_\_\_\_\_ feet Quantity: \_\_\_\_\_

### 2. Answer each of the following questions by circling your response to each question:

- |   |     |    |
|---|-----|----|
| (a) Will the temporary sign(s) be illuminated during low-light hours?       | YES | NO |
| (b) Will you have permission to erect signs on adjacent property if needed? | YES | NO |
| (c) Have you or a representative filed for a permit at anytime this year?   | YES | NO |
| (d) Have you ever had a permit revoked for non-compliance issues?           | YES | NO |

## PERMIT CLERK USE ONLY

Filing Date: \_\_\_\_\_ Time: \_\_\_\_\_ Application # \_\_\_\_\_ of 4 ID # \_\_\_\_\_

Approved By: \_\_\_\_\_ Disapproved By: \_\_\_\_\_

Zoning District: Commercial Industrial Mixed-Use Public

**Note to Applicant:** Incomplete applications will be rejected and returned to the applicant. All applications must be submitted to the City of St. Robert Building Permit Clerk for processing.

**FIREWORKS ARE PROHIBITED IN THE FOLLOWING**  
**AREAS: ALL CITY OWNED PROPERTIES**

**THE MUNICIPAL CENTER (THE POLICE DEPT, AND DRURY UNIVERSITY)**

**THE CONSTRUCTION SITE (GOLF COURSE) BEHIND THE MUNICIPAL CENTER**

**ST ROBERT LANDING-NEXT TO AUTO ZONE**

**THE COMMUNITY CENTER (BALLFIELD, PARKING AREAS, ARENA)**

**THE AQUATIC CENTER-TIGER TYPHOON TO INCLUDE POND AND EASTRIDGE AREAS**

**ALL CITY PARKS**

- BOSA
- MUNICIPAL PARK-LOCATED BY THE AQUATIC CENTER; THIS INCLUDES THE SKATE PARK AND PAVILIONS
- PLATTNER PARK
- PADDOCK

# Fireworks Tent Check List

Address of Fireworks Tent: \_\_\_\_\_

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

- All tent stakes are marked and identifiable and protected to avoid tripping and personal injury to the public. Tent is secure and safe
- Current Fireworks License and flame resistance certificates posted
- Minimum of two approved independent exits with EXIT signs in place (at no time shall the means of ingress/egress be blocked)
- Pathways within the tent Structure are clearly visible and free from safety hazards
- EXIT signs are easily identifiable and reflective in nature with at least six inch lettering
- There is at least one 4A rated fire extinguisher in place, or two 2A rated fire extinguishers in place and in working condition
- Two or more "NO SMOKING" signs are in place and displayed at places where fireworks are stored or sold. Lettering is no less the four inches in height and reflective in nature
- A fence/barrier is in place surrounding the tent structure. Fence/barrier is of nonmetallic materials and collapsible in nature (for emergency evacuation) Orange barrier fence is preferred
- It is made clear that no vehicles shall park within 20 feet of the tent structure
- In parking lot – Fireworks stand has appropriate traffic control measures in place
- No combustible vegetation is occupied within the tent structure, canopy or membrane structure and surrounding areas approximately 30ft
- All electrical is in compliance with the NEC 2005
- Generator and any other internal combustion power sources are at least 20 ft away from tent structure and are isolated from contact with the public by fencing, enclosure or other approved means.

City of St. Robert, MO  
Monday, June 20, 2016

## Chapter 200. Offenses

### Article XII. Miscellaneous Offenses

#### Section 200.690. Firecrackers, Fireworks — Regulations.

[Ord. No. 265 §§1 — 5, 2-24-1986; Ord. No. 2342 §1, 10-18-2010; Ord. No. 2624 §§1 — 3, 6-3-2013]

- A. For the peace, comfort and safety, and public good of the citizens, residents and all persons and property in the City of St. Robert it is necessary to prohibit the sale, giving away, use, firing and shooting of all firecrackers, caps and all fireworks of all kinds and description in the City of St. Robert except for the time frames as follows. The discharge of fireworks is allowed from June twentieth (20th) until July fifth (5th). The selling periods are the twentieth (20th) day of June until the tenth (10th) day of July including July tenth (10th) each year.
- B. It is necessary to prohibit the firing and shooting of all firecrackers, caps, and all fireworks of all kinds and description in the City of St. Robert during the hours of 11:00 P.M. to 8:00 A.M.
- C. During the selling period each year, any person may sell fireworks in the City of St. Robert providing first that he/she obtain a license from the Clerk of said City for selling of fireworks; that said fee shall be twenty-five dollars (\$25.00) for each license and each separate and distinct place used for the sale of fireworks shall be charged a twenty-five dollar (\$25.00) license fee.
- D. *Public Display.* The City Administrator may, upon application and proper fireworks display site safety inspection, permit the discharge of fireworks at other times for exhibition purposes at fairs, special events and celebrations. The applicant will comply with terms, conditions and other recommendations set forth in the site safety inspection and promulgated rules and regulations set forth by the Missouri State Fire Marshal.
- E. *Use Of Fireworks With Aerial Trajectory Prohibited — When.* The City Fire Chief may issue a ban within the City limits on the discharge of bottle rockets, rockets of all types and sizes, and any and all fireworks with an aerial trajectory having a cylinder or cartridge holding a propellant charge during extreme wind and/or dry fire hazard conditions.
- F. *Definitions.* As listed in this Section, the following terms shall have these prescribed meanings:

#### **CONSUMER FIREWORKS**

Explosive devices designed primarily to produce visible or audible effects by combustion and includes aerial devices and ground devices, all of which are classified as fireworks, UNO336, 1.4G by regulation of the United States Department of Transportation, as amended from time to time, and which were formerly classified as Class C common fireworks by regulation of the United States Department of Transportation.

#### **DISCHARGE SITE**

The area immediately surrounding the fireworks mortars used for an outdoor fireworks display.

**DISPLAY FIREWORKS**

Explosive devices designed primarily to produce visible or audible effects by combustion, deflagration or detonation. This term includes devices containing more than two (2) grains (one hundred thirty (130) mg) of explosive composition intended for public display. These devices are classified as fireworks, UNO335, 1.3G by regulation of the United States Department of Transportation, as amended from time to time, and which were formerly classified as Class B display fireworks by regulation of the United States Department of Transportation.

**DISPLAY SITE**

The immediate area where a fireworks display is conducted, including the discharge site, the fallout area and the required separation distance from mortars to spectator viewing areas, but not spectator viewing areas or vehicle parking areas.

**FIREWORKS**

Any composition or device for producing a visible, audible or both visible and audible effect by combustion, deflagration or detonation and that meets the definition of consumer, proximate or display fireworks as set forth by 49 CFR Part 171 to end, United States Department of Transportation hazardous materials regulations and American Pyrotechnics Association 87-1 standards.

**LICENSED OPERATOR**

Any person who supervises, manages or directs the discharge of outdoor display fireworks, either by manual or electrical means; who has met additional requirements established by promulgated rule and has successfully completed a display fireworks training course recognized and approved by the State Fire Marshal.

**PERMANENT STRUCTURE**

Buildings and structures with permanent foundations other than tents, mobile homes and trailers.

**PERSON**

Any corporation, association, partnership or individual or group thereof.

**PROXIMATE FIREWORKS**

A chemical mixture used in the entertainment industry to produce visible or audible effects by combustion, deflagration or detonation, as defined by the most current edition of the American Pyrotechnics Association (APA), Standard 87-1, Section 3.8, specific requirements for theatrical pyrotechnics.

**PYROTECHNIC OPERATOR OR SPECIAL EFFECTS OPERATOR**

An individual who has responsibility for pyrotechnic safety and who controls, initiates or otherwise creates special effects for proximate fireworks and who has met additional requirements established by promulgated rules and has successfully completed a proximate fireworks training course recognized and approved by the State Fire Marshal.