



An Explosives: Retail Display and Sales of Consumer Fireworks in Temporary Facilities permit is required for the storage, handling, display or sale of consumer fireworks, with the exception of novelties, where the total quantity of consumer fireworks on hand exceeds 125 lb (net) and occur during one of the following periods; May 20 through July 6 and December 10 through January 3. This permit does not include the erection of the temporary facility.

SITE ADDRESS:			
DATES & TIMES OF OPERATION:	Start Date: Start Time:	End Date: End Time:	Desired Inspection Date/Time:
CONTRACTOR NAME:			
CONTRACTOR ADDRESS:			
CONTRACTOR PHONE:			
CONTRACTOR EMAIL:			
SITE CONTACT NAME:			
SITE CONTACT PHONE:			

**Application Process:**

1. Complete the permit application and attach information identified in Application Process Step 2.
2. Submit the following a **minimum of 30 business** days prior to the event:
  - Completed permit application;
  - An event description narrative;
  - A floor plan including at a minimum, but not limited to, the items identified in Table 1; and
  - A site plan including at a minimum, but not limited to, the items identified in Table 2; and
  - Additional documentation including, but not limited to, the items identified in Table 3

The application package may be emailed, preferred method, to [fireprevention@avondaleaz.gov](mailto:fireprevention@avondaleaz.gov) or mailed or delivered in person at Avondale Fire & Medical Station 172, 1825 N 107th Ave., Avondale, AZ 85392.
3. Your application will receive an administrative completeness review within 7 business days of receipt. If found to be incomplete, you will receive a written notice with a comprehensive list of specific deficiencies. Re-submitted materials will be reviewed and commented in the same timeframe.
4. A complete application will receive substantive review within 7 business days. If needed, you will receive a comprehensive written request for corrections. Re-submitted materials will be reviewed and commented within 7 business days.
5. You will be notified when the approved documents are ready for pick up.
6. Pick up approved documents from the City of Avondale Permit Center, 11465 W. Civic Center Drive, Avondale, AZ.
7. Remit payment at the Utility Billing Customer Services Department located inside the City of Avondale Permit Center. Forms of payment include Cash, Check, Money Order, Visa, MasterCard, or Discover Card.
8. The assigned Inspector will contact you to schedule an inspection.
9. The necessary inspections will be completed.
10. Once code compliance has been verified, the permitted operation may begin.

**Staff may be contacted at 623-333-6000 to answer questions or provide assistance throughout the application process.**

**Submittal Requirements**  
**Explosives: Retail Display and Sales of**  
**Consumer Fireworks in Temporary Facilities**

**TABLE 1: FLOOR PLAN**

Applicant	Office Use Only	
		Minimum Floor Plan Requirements
		Clear, legible drawing with identified scale or fully dimensioned, and compass direction
		Location of pressure water-type 2A portable fire extinguisher (35 foot max travel distance)
		Location of additional 2A:10B:C portable fire extinguisher(s) (35 foot max travel distance)
		Location of "FIREWORKS—NO SMOKING" signs
		Aisle arrangements (48" min. width)
		Location of a minimum of three exits (44" min. width)
		Location of self-luminous, or internally or externally illuminated exit signs (see 7.4.8.3 for exceptions)
		Location of emergency lighting luminaires (see 7.4.8.4 for exceptions)

**TABLE 2: SITE PLAN**

Applicant	Office Use Only	
		Minimum Site Plan Requirements
		Clear, legible drawing with identified scale or fully dimensioned
		Compass direction
		Location of fire apparatus access roads
		Location of mobile storage units, if applicable
		Location of "NO FIREWORKS DISCHARGE WITHIN 300 FEET" signs (on each face of the tent)
		Location of generators, if applicable (min. 20 foot separation to tent)

**TABLE 3: ADDITIONAL DOCUMENTATION**

Applicant	Office Use Only	
		Additional Requirements
		Fire Safety and Evacuation Plan
		Additional requirements of NFPA 1124

An applicant may receive a clarification from the city of its interpretation or application of a statute, ordinance, code or authorized substantive policy statement. To request clarification or to obtain further information on the application process and applicable review time frames, please contact Community Risk Reduction.

City of Avondale Fire & Medical Department - Community Risk Reduction Division  
 1825 N. 107th Ave, Avondale, AZ 85392  
 623-333-6000  
[www.avondaleaz.gov/government/departments/fire-medical/fire-prevention](http://www.avondaleaz.gov/government/departments/fire-medical/fire-prevention)