

CHARLESTON FIRE DEPARTMENT

Fire Marshal's Office



Pyrotechnic Permit Application

Submit electronic plans to:

Fire Marshal's Office at

CFDpermits@charleston-sc.gov

Permit Number:

Project Value: \$

This permit application applies to all outdoor aerial, outdoor close proximity, indoor close proximity, [cold spark machines](#), and flame performances/fire dancer shows. This permit application also applies to storing, loading, and unloading of pyrotechnics as per City of Charleston Ordinance 13-191. Permit applications shall be submitted at least twelve business days before the proposed activity. A City of Charleston permit is required in addition to any permit(s) required by the SC Office of State Fire Marshal. A City of Charleston permit shall be issued for each calendar day of a pyrotechnic event. Multi-day events applicants shall complete the attached table with all applicable dates.

Location of Pyrotechnic Shoot

Location Name:

Street Address:

Property Owner/Rep Name:

Owner/Rep. Contact Number:

Date and Times of Pyrotechnic Shoot

Primary Date:	Rain Date, if applicable:
Pyrotechnic onsite date & time of arrival:	Time of close proximity representative demonstration firing:
Pre-Load inspection time:	Post-Load inspection time:
Display Time:	Display Duration:
Pyrotechnic departure date and time:	

Licensed Pyrotechnic Company and Operator

Contract company:

Address:	City, State & Zip:
Permittee name:	Permittee Phone:
	Permittee E-mail:
Licensed Operator name:	Operator Cell Phone:
	Operator E-Mail

Type of Pyrotechnic Performance (Select All that Apply)

Flame Performance/Fire Dancers – NFPA 160 Outdoor ground and/or aerial effect – NFPA 1123
 Outdoor – Close Proximity – NFPA 1126 Indoor – Close Proximity – NFPA 1126

Effect Types(s): Flame Performers Cold Spark Machines Gerb Mines Mortars Other:

Building Life Safety Systems Affected: Yes No N/A

Onsite Pyrotechnic Storage: N/A No Yes, Location:

Rack Type: On Site Assembly Trailer/Pre-Assembled Buried (w/ authorization letter) Other N/A

Plan Submittal Checklist

The following checklist is provided as a **summary of the minimum** information required before a review is initiated. It is the permittee and licensed operator's responsibility to have a thorough working knowledge of the applicable ordinances, codes, and/or standards. Failure to provide the needed information will delay the review process or result in denial of the application.

All Projects

1. Pyrotechnic Permit Application.
2. Written description of the event.
3. Accurate set of plan(s) showing the location, distances to structures, crowd, etc. General plans for concerts will not be accepted. Contact venue management for blank floor plan(s) of stage arrangement.
4. Creation date of plan, revision dates, point of compass, scale or graphic representation of scale.
5. Minimum separation to audience as required by NFPA 1123, NFPA 1126, and/or NFPA 160.
6. A copy of current SC Department of Labor, Licensing and Regulations FM-Fireworks License.
7. Complete shot/product list broken down by type, size, and number of effects. For Cold Spark Machines, please list the proposed number of firings for the machines. Fire performers need to provide a list of props to be used during the event.
8. Current Certificate of Insurance for not less than one million dollars that's lists the City of Charleston, the Charleston Fire Department, and its agents, as additional insured.
9. Letter of Authorization from the property owner, on the owner's company letterhead, stating that they authorize the proposed use of the pyrotechnics at their facility or on their property for the date and time proposed.
10. Close proximity firework events shall include elevation drawings showing the proposed height of effects versus available building/room height, if applicable.
11. A copy of the company's fire safety plan.
12. When submitting a permit application that covers multiple dates, attach a separate list of all licensed pyrotechnic operators, with license numbers, expiration dates, and cell phone numbers.

Note: All pyrotechnic displays shall require standby personnel. Please contact us prior to the submission of your application to discuss staffing needs. Failure to properly request standby personnel may result in a request not being filled **and** revocation of the approved permit. Visit our website to learn more about hiring off-duty personnel:

<https://www.charleston-sc.gov/2686/Hiring-Off-Duty-Personnel>.

Required Inspections

1. Site inspection by the Fire Marshal's Office during the permit review process may be required. There is no additional fee for site inspection.
2. Pre-Load inspection shall be required for all fireworks shows. Pre-load inspections will mostly occur as part of the extra duty event staffing.
3. Post-load inspection shall be required for all firework shows.
4. Representative demonstration fire shall be required for all close proximity shows unless alternate arrangements are made prior to permitting.
5. Additional testing may be required based on system(s), complexity, or potential weather.

Request for review and permit

I understand and agree that this permit is only for this project and provides authorization for the limited scope of work identified on the permit and the permit remains the property of the City of Charleston. By signing below, I certify that I am an authorized agent for the company performing the work stated above, appropriately trained and qualified for the scope of work proposed, and all information provided is true and correct. I understand that if any information provided is found to be incorrect or falsely stated that any permits granted from this application are immediately null and void. I agree to comply with the ordinances of this jurisdiction and to perform the work herein stated in accordance with the submitted plans, specifications, applicable codes and standards, and shall be responsible for any and all violations of state laws and local ordinances. I understand that any alteration or change in plans made without written approval subsequent to the issuance of the permit shall constitute grounds for revocation of such permit and that all work is subject to field inspections. Applicant is responsible for calling to schedule all required inspections.

Name of person making application

Signature

Date

Permit list for multi-day pyrotechnic events.

Scheduled Date	Rain Date, if applicable	City of Charleston Permit Number
As issued by Charleston FMO		