

Fire Services Permit Application

CENTENNIAL FIRE DISTRICT

Station 1 – 2 East Road, Circle Pines, MN 55014 | Station 3 – 1880 Main Street, Centerville, MN 55038
 Main: 651-792-7900 | Inspections/Permits: 651-792-7905 | Public Education: 651-792-7903



FIRE SERVICES PERMIT APPLICATION INFORMATION

APPLICANT			
BUSINESS OR ORGANIZATION NAME <i>(if applicable)</i>			
APPLICANT NAME (<input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Representative <input type="checkbox"/> Other)			PHONE
ON SITE REPRESENTATIVE <i>(if different than applicant)</i>			PHONE
ADDRESS	CITY	STATE	ZIP
EMAIL ADDRESS			

EVENT INFORMATION	
EVENT NAME <i>(if applicable)</i>	
ADDRESS/LOCATION OF EVENT	
EVENT START TIME & DATE	EVENT END TIME & DATE
APPROXIMATE SET UP TIME	

PERMIT INFORMATION	
<i>check all that apply (additional local permits may be required)</i>	
<input type="checkbox"/> Amusement Building	<input type="checkbox"/> Open Flame or Candles in Assembly
<input type="checkbox"/> Bonfire <i>(outside of city ordinance hours)</i>	<input type="checkbox"/> Pyrotechnical Effects
<input type="checkbox"/> Controlled Burn	<input type="checkbox"/> Temporary LP Usage
<input type="checkbox"/> Exhibits & Trade Shows	<input type="checkbox"/> Tent & Other Membrane Structure
<input type="checkbox"/> Outdoor Fireworks Display	<input type="checkbox"/> Plan Review
<input type="checkbox"/> Fire Department Staffing Request	<input type="checkbox"/> Public Education Event
<input type="checkbox"/> EMT Staffing Request	<input type="checkbox"/> Public Outdoor Event
<input type="checkbox"/> Fire Department Open House Request	<input type="checkbox"/> Fundraiser
<input type="checkbox"/> Demolition and Deconstruction	<input type="checkbox"/> Food Truck
	<input type="checkbox"/> Other <i>(please describe)</i>

REQUIRED INFORMATION

the following must accompany the permit application form

<p>TRADE SHOWS, TENT & OTHER MEMBRANE STRUCTURES AND TEMPORARY ASSEMBLY PERMITS</p>	<p align="center">PLAN REVIEWS <i>(hard copies of documents shall be delivered or sent to the Centennial Fire District)</i></p>	<p>OUTDOOR FIREWORKS DISPLAY AND PYROTECHNICAL EFFECT PERMITS</p>
<p>A detailed floor plan showing the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Type of Structure <input type="checkbox"/> Size of Structure <input type="checkbox"/> Means of egress <input type="checkbox"/> Seating arrangements <input type="checkbox"/> Extinguisher locations <input type="checkbox"/> Location and type of heating and electrical equipment <input type="checkbox"/> Include the location and separation distance of other nearby structures 	<ul style="list-style-type: none"> <input type="checkbox"/> Narrative Describing Project <input type="checkbox"/> Supporting Documents and Specification Sheets <input type="checkbox"/> Shop Drawings <input type="checkbox"/> Structural Engineer stamp of approval <i>(if required)</i> <input type="checkbox"/> Any Additional Pertinent Documentation 	<ul style="list-style-type: none"> <input type="checkbox"/> Proof of a bond or certificate of insurance in amount of at least \$1.5 Million minimum <input type="checkbox"/> Certification from Minnesota State Fire Marshal <input type="checkbox"/> Type and number of fireworks to be discharged <input type="checkbox"/> Site Plan/Diagram drawn to scale showing discharge area, location of buildings, highways, streets, overhead obstructions, audience restraint line and any other pertinent information

The undersigned hereby agrees that all information on this application is true and correct and to comply with all applicable city ordinances, state and federal rules and all orders from The Centennial Fire District. The Fire Marshal may perform an inspection once construction and set up is completed. This review and approval does not relieve the applicant from being compliant with all appropriate federal, state and local jurisdictions and this permit does not take place of any other required state or local permits.

APPLICANT SIGNATURE _____ DATE _____

-----Centennial Fire District Internal Use Only-----

<input type="checkbox"/> Proper Documentation Provided	<input type="checkbox"/> Notification to Centennial Lakes Police
<input type="checkbox"/> Proper Certifications	<input type="checkbox"/> Notification to Fire Chief
<input type="checkbox"/> Sufficient Timeline	<input type="checkbox"/> Notification to Pertaining City Representative

FIRE MARSHAL SIGNATURE _____ DATE _____

ADDITIONAL INFORMATION AND APPLICABLE CODE REFERENCES *(not all encompassing)*

Outdoor Fireworks Display

Application for an outdoor public fireworks display only and is not valid for an indoor fireworks display. The application must be completed and returned at least 15 days prior to date of display per Minnesota State Fire Code 5608.1.1

Minnesota State Statute MS 624.20 requires fireworks displays to be conducted under the direct supervision of a fireworks operator certified by the Minnesota State Fire Marshal.

Comply with all provisions, MN Statute 624.20 through 624.25, MN State Fire Code, National Fire Protection Association Standard, applicable federal law(s) and the requirements of the issuing authority, and will ensure that the fireworks are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Temporary Tent and Membrane Structures

Reference Minnesota State Fire Code (2020) Chapter 31 – Tents, Temporary Special Event Structures and other Membrane Structures

Controlled and Open Burn

Reference Minnesota State Fire Code (2020) Chapter 3 – General Requirements – Section 307 – Open Burning, Recreational Fires and Portable Outdoor Fireplaces

307.4.2 - Recreational fires.

Recreational fires shall not be conducted within 25 feet (7620 mm) of a structure or combustible material. Conditions that could cause a fire to spread within 25 feet (7620 mm) of a structure shall be eliminated prior to ignition.

307.5 - Attendance.

Open burning, bonfires, recreational fires and use of portable outdoor fireplaces shall be constantly attended until the fire is extinguished. Not fewer than one portable fire extinguisher complying with Section 906 with a minimum 4-A rating or other approved on-site fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

Open Flame and Candles

Reference Minnesota State Fire Code (2020) Chapter 3 – General Requirements – Section 308 – Open Flames

Occupant Loads

Reference Minnesota State Fire Code (2020) Chapter 10 – Means of Egress – Section 1004 – Occupancy Load

Temporary Wiring

Reference Minnesota State Fire Code (2020) – Chapter 6 – Building Services and Systems

604.9 - Temporary wiring.

Temporary wiring for electrical power and lighting installations is allowed for a period not to exceed 90 days. Temporary wiring methods shall meet the applicable provisions of NFPA 70.

Temporary Heating

Reference Minnesota State Fire Code (2020) – Chapter 33 – Fire Safety During Construction and Demolition – Section 3303 – Temporary Heating Equipment

3303.1 - Listed.

Temporary heating devices shall be listed and labeled. The installation, maintenance and use of temporary heating devices shall be in accordance with the listing and the manufacturer's instructions.

3303.2 - Oil-fired heaters.

Oil-fired heaters shall comply with Section 603.

3303.3 - LP-gas heaters.

Fuel supplies for liquefied-petroleum gas-fired heaters shall comply with Chapter 61 and the International Fuel Gas Code.

3303.4 - Refueling.

Refueling operations for liquid-fueled equipment or appliances shall be conducted in accordance with Section 5705. The equipment or appliance shall be allowed to cool prior to refueling.

3303.5 - Installation.

Clearance to combustibles from temporary heating devices shall be maintained in accordance with the labeled equipment. When in operation, temporary heating devices shall be fixed in place and protected from damage, dislodgement or overturning in accordance with the manufacturer's instructions.

3303.6 - Supervision.

The use of temporary heating devices shall be supervised and maintained only by competent personnel.

Fire Extinguishers

Reference Minnesota State Fire Code (2020) – Chapter 9 – Fire Protection and Life Safety Systems – Section 906 – Portable Fire Extinguishers

Egress

Reference Minnesota State Fire Code (2020) Chapter 10 – Means of Egress

For more information on Minnesota State Fire Codes, please feel free to contact the Centennial Fire District or review the Minnesota State Fire Codes at <https://codes.iccsafe.org/content/MNFC2020P1>