



## **Outdoor Pyrotechnic Displays Permit Application**

**City of Henderson**  
**Development Services Center**  
**Fire Safety Engineering**  
240 Water Street, PO Box 95050  
Henderson, Nevada 89009-5050  
(702) 267-3630 phone  
(702) 267-3603 fax

This checklist is provided for the convenience of our customers. Complete and accurate permit applications help speed the plan review process. Attention to the completeness and accuracy of information at the beginning of the process generally leads to fewer delays and requests for revisions by City staff. Please use the following information to assure that your application includes all of the information that is necessary for a complete review of your plans.

### **Part. 1** **Applicant's Responsibility**

**Applicants are responsible for ensuring applications submitted are complete.** Incomplete applications will not be accepted. City service commitments will not apply to incomplete submissions.

### **Part. 2** **Prerequisites**

**Application Readability.** Easily Read; legible; a readable typeface. Vivid contrast or difference in brightness between the light and dark areas of the drawing.

### **Part. 3** **Applicable Codes**

**Application must meet the requirements of the Henderson Municipal Code 15.32 as adopted.**

Henderson Fire Safety Division Guideline - HFS #002 Outdoor Pyrotechnic Displays  
Nevada State Fire Marshal Regulations  
2012 International Fire Code with local amendments

### **Part. 4** **Submittal Package**

**Provide the following information at the time you submit your application for a Outdoor Pyrotechnic Display permit.**

- 1. **A completed application**  
Must submit application 14 days prior to the event. If less than 14 days, approval must be determined by Fire Marshal or designee.
- 2. **Plans (Minimum 2 Sets).**
  - Contact name, phone number, address, and group or organization name sponsoring the display.
  - Site address, date, and time of display
- 3. **Verification of City of Henderson Business License:**  
If company is based outside Henderson, a **service vehicle** business license must be obtained.  
For more information, contact Business Licenses at (702) 267-1730.
- 4. **Copy of Nevada State Fire Marshal Pyrotechnic Company License.**  
Contact the State of Nevada Fire Marshal Office at (775) 684-7510 for more information.
- 5. **A copy of your Valid Operator Certificate of Registration.**  
Contact the State of Nevada Fire Marshal Office at (775) 684-7510 for more information.
- 6. **A copy of a valid Certificate of Insurance:** Must have minimum coverage of

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\$5,000,000.

- 7. **A letter of approval** from all property owners within the fall-out zone
  - 8. **Approval from City Fire Marshal** or designee [if display is held other than Friday or Saturday evening, 4<sup>th</sup> of July or New Years Holiday]
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## Part. 5 Application Contents

- 1. **Site Plan**  
A detailed site plan of entire area, including fall out zone.
  - 2. **Notification Plan**  
State method of notification and provide a copy with the application.  
A copy of the notification plan must be provided to all occupancies and residences not more than 30 days nor less than 10 days prior to the event.
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## Part. 6 Other Information

- 1. **Overtime Fees**  
Displays not scheduled during normal working hours will require overtime fees.
- 2. **Maximum Displays**  
Fireworks displays shall not exceed eight times per calendar year in any one location. Any exceptions to this requirement must be approved by the Fire Marshal, or designee.
- 3. **Display Times**

### Non-Holiday Events

Permitted on Friday and Saturday nights and must be completed by 10:30 p.m.

### Holiday Events

New Years and 4<sup>th</sup> of July displays must be completed by 12:30 a.m.

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