

# FIREWORK PERMIT CHECKLIST



BELOW IS A LIST OF REQUIRED DOCUMENTS PRIOR TO RECEIVING FIREWORK TENT PERMITS. PLEASE ENSURE **YOU HAVE ATTACHED ALL DOCUMENTS LISTED**, ALONG WITH APPLICATION. APPLICATIONS **WILL NOT** BE PROCESSED WITHOUT ALLITEMS LISTED BELOW.

□ APPLICATION
☐ STATE FIREWORKS PERMIT
☐ CITY PRIVILEGE LICENSE (FINANCE & REVENUE \$400 FEE)
□ CERTIFICATE OF INSURANCE
☐ TENT FLAME SPREAD SHEET (CURRENT YEAR CERTIFICATE-NO COPIES
☐ SITE PLAN (LOCATION AND SIZE OF TENT ON PROPERTY)
□ LEASE AGREEMENT
□ PORTA-POTTY INVOICE
□ SIGN RENDERINGS

		Γ	Temporary Sign/St	ructure Appli	cation		
TE LEGIB	MPORARY SIGN/S LY)The applicant sho	all provide the be	PPLICATION JURISDICTION of clow information. If you have mequesting an application. We wi	nore than three locations	to permit please	EASE PRINT advise the co	INFORMATION de enforcement officer
Date Number Of Locations			Total # of Signs				
Total # of Structures / \$100 Each							
Permit Fee(s) \$			Event				
			Election / Temporary Sign / Temporary Structure				
HISTORI	CAL						
CBID							
CBD							
L		IF ELJ	ECTION CANDIDATES NAMI	E / ADDRESS / CONTA	ACT NUMBER		
LOCATIONS NAME OF DUSTANCE TAY MAD TRADER TO						ZONE	# excaso
LOCATIONS		No.	ME OF BUSINESS	TAX MAP/PARCEL		ZONE	# SIGNS
						-	
						.	
	,						
Person Requesting Permit Address Phone #							
T GISOII IX	equesting Fermit		Address			Phone #	
Contractor			Address		Phone #		
10 Days / 30 Days / Pennament		DATES		Sign / Tent	Sq. Ft. /	Dimensions	
FOR CODES USE ONLY Pole / Ground / Wall / Other (Circle One)			/ / TO / / Additional Sites YES / NO (Circle One) Initial			Initials of	CEO
(FOR SIGN USE)		(SEE ATTACHED LIST)		. (FOR OFFICE USE ONLY)			
	PLEASE S	EE BACK PAGE	FOR ADDITIONAL SIGN / TEM	IPORARY STRUCTURE			
PLEASE SEE BACK PAGE FOR ADDITIONAL SIGN / TEMPORARY STRUCTURE INFORMATION/REQUIREMENTS  May Be Required For Temporary Structures  Required For Structure/Sign							
Site Plan (See Back Section A-1)  Written Permission From Property Owner To Use Site (See Section C-4)							
CON	TRACTOR/PERMIT	HOLDER(S) RI	Y HAVE PERMISSION OF PR ESPONSIBILITY TO COMPLY T THE TIME OF ACTUAL ISS TIME WITHO	WITH REQUIRED S	ETBACKS, PEI	RMIT MUST E	BE SIGNED FOR IN
Name of	Applicant (Please Pri	nt)					
Signature	of Owner, Contractor	s or Authorized	Agent				
				es Department ment Division			

100 South Spring St. Clarksville, TN. 37040 PH: 931-645-7426 FAX: 931-645-7430

## (A) GENERAL SIGN / TEMPORARY STRUCTURE REGULATIONS & REQUIREMENTS

- 1. Permit holder shall submit a site plan(s) showing location of signs/tents to be placed on the property.
- 2. No sign/tent shall be erected or maintained at any location where by reason of its position, size, shape, or color which may obstruct,
  - Signs/tent(s) shall be ereceted in conformity with the side and rear setbacks of the district in which they are located and shall be set

     back from the established street right-of-way line so as not to block

### (B) GENERAL SIGN REGULATIONS & REQUIREMENTS

- You shall submit for approval a diagram showing size, shape, material construction, connection and method of installation for all signs to be permitted.
- All signs shall be constructed, connected, operated, and maintained according to the specification of the International Building Code,
   Edition. (i.e. rigidness, wind resistance, stability, etc.)
  - Signs shall not be allowed in the public right-of-way. Signs installed/placed in the right-of-way are subject to immediate confiscation without notice.
  - Banners are allowed when attached at all corners to the principle structure, Temporary/accessory structures (tents) are not considered principle structures.
    - Pennants/streamers shall maintain a 10-foot clearance from the bottom of the pennants/streamers to the ground.
  - Strings of lights shall be required to have electrical penits, be inspected, and approved by UL or a major testing laboratory. Stings of lights must meet the 10-foot minimum clearance required for pennants and streamers.
    - Signs, streamers, banner & pennants must be described in detail (wording, insignia, corporate logos, etc.) and must comply with sign regulations

## (C) GENERAL TEMPORARY STRUCTURE REGULATIONS & REQUIREMENTS

- Flame spread letter shall be required on each tent. Letter must stee that the tent to be erected will meet or exceed all applicable requirements or flame spread as stated in N.F.P.A. Pamphlet 701.
- 2. Sanitary facilities (handicap) shall be provided. Port-A-Pots or existing on-site facilities if provided, are acceptable
  - Copy of a business, tax, peddlers license or a letter of exemption shall be required from the Business Tax Office of the City of Clarksville, (This is only required if operating your business out of temporary).
  - You shall provie a letter from the property owner that the applicant has permission (include dates of event) to conduct the above described event.

#### EXAMPLE OF MINIMUM STANDARD

- 2 HEAVY GAUGE STEEL T-POST/4X4 POST (POST SHOULD BE DRIVEN APPROX, 18" IN THE GROUND)
- 4-U-BOLTS
- 1-SHEET PLYWOOD (4X8)

PLEASE INDICATE CONSTRUCTION OF YOUR DESIGN (DRAW SIGN / INCLUDE VERBIAGE)

