



RETAIL FIREWORKS STAND INFORMATION



305 East Holum Street

DeForest, WI 53532

(608) 846-4364

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Introduction

DEFOREST AREA FIRE & EMS SPECIFIC REQUIREMENTS FOR RETAIL FIREWORKS STANDS

In an effort to make this year's fireworks stand sales successful; we put together this information booklet which we are confident will answer many of your preliminary questions. We encourage all fireworks vendors to contact the DeForest Area Fire & EMS (608)-846-4364 x2503 should you have any further questions.

While there are other departments that regulate retail fireworks stands, the Fire Department is the primary enforcement agency or authority having jurisdiction. The Clerk's Office addresses the receipt of the retail stand application and issuance of the Fireworks License. The Planning Department addresses the location where retail stands can conduct business, and the Fire Department addresses all aspects of the retail stand in addition to specific requirements.

All retail firework stands must be operated out of a tent; the tents are often rented from a commercial rental company or personally owned. Requirements for a tent must comply with NFPA 1 standards and the International Fire Code, Chapter 24 Tents, Canopies and Other Membrane Structures. All tents used for a retail fireworks stand are required to comply with the code. Failure to comply will result in the issuance of the Fireworks Permit being delayed.

All retail fireworks vendors must register for an account on IROL (inspectionreportsonline.net) and this account will be used to track inspections including the initial permit approval as well as routine compliance inspections. Failure to comply will result in the issuance of the Fireworks Permit being delayed.

Without a Fireworks Permit, fireworks **CANNOT BE SOLD** to the public.

Requirements for the Outside of Retail Fireworks Stand Tent

- Certificate of Flame Resistance

Each tent is required to have a "Certificate of Flame Resistance". Tents rented from a commercial rental company will meet this requirement. Renting your tent from a commercial rental company will ensure that it will meet this requirement. A copy of this certificate should be present at time of inspection.

TENTS THAT DO NOT MEET THE FLAME RESISTANCE REQUIREMENTS CANNOT BE USED AS A RETAIL FIREWORKS STAND TENT.

In addition to the certificate, each tent should have a label attached stating that it meets the Flame Resistance requirements.

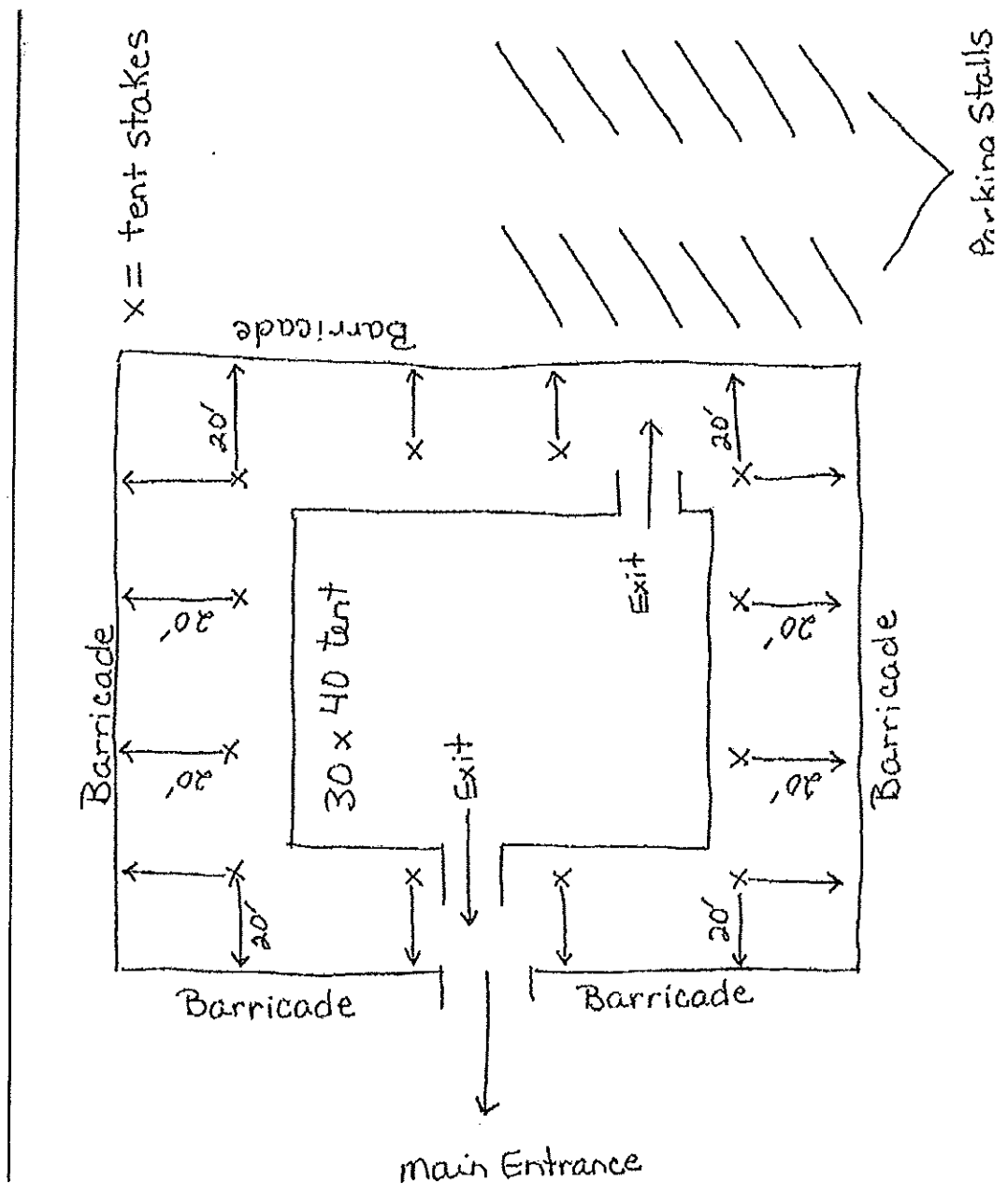
- 20 foot wide barricade provided around the tent:

Each tent is required to have a 20 foot wide barricade constructed around the tent to prevent vehicles from parking next to the tent. If the tent is located on a parking lot or in a field where vehicles can park then the barricade is required. The barricade is to be constructed around all four sides of the tent. Several methods can be used to construct this barricade as followed:

- Cement Blocks and landscape timbers
- Metal posts and orange construction fencing
- Metal posts and flags
- Orange construction stanchions and ropes

Whatever method is used to construct the barricade it must be:

- Around all four sides of the tent
- An opening in the barricade can be provided for the main entrance to the tent easily visible to the drivers of passenger vehicles.
- Replaced or repaired if damaged, blown down by wind or knocked down by customers



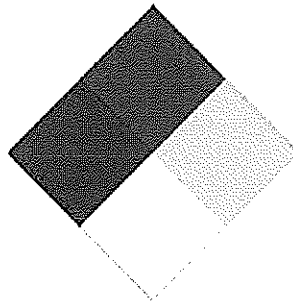
Tent Barricade Example

Hazardous materials identification, also known as NFPA 704 Placards:

NFPA 704 placards are to be placed on the outside of the tent where they are visible by responding emergency personnel. Placards will be placed on all four sides of the tent.

NFPA 704 Placards are to measure no less than 10 inches square (the entire placard is to be no smaller than 10 inches on all four sides). Placards may be larger in size but not smaller.

The NFPA 704 Placard will have 4 smaller different color squares (red, blue, yellow and white) with a number placed in 3 of the squares. Below is a sample of what a NFPA 704 Placard looks like.



The number 4 is required to be placed in the Blue, Red and Yellow squares. The White square is to be left blank. Each number will need to be at least 4 inches in height.

NFPA 704 Placards are to be durable enough to withstand wind and water and to be secured attached to the outside of the tent.

NO SMOKING signs:

NO SMOKING signs are to be posted inside the tent (a minimum of 2 signs inside) and on the outside of the tent at the main entrance.

The NO SMOKING signs are to be easily visible to the public.

NO SMOKING is to be strictly enforced inside the tent by all employees. This includes cigarettes, cigars, and pipes.

Samples of NO SMOKING sign



EXITS and EXIT Signs:

Each tent is required to have a minimum of 2 EXITS. These exits are to be located away from each other and are to be a minimum of 6 feet wide. The main entrance will count as one of the required exits.

Each required Exit opening is to have an EXIT sign placed inside the tent directly above the opening.

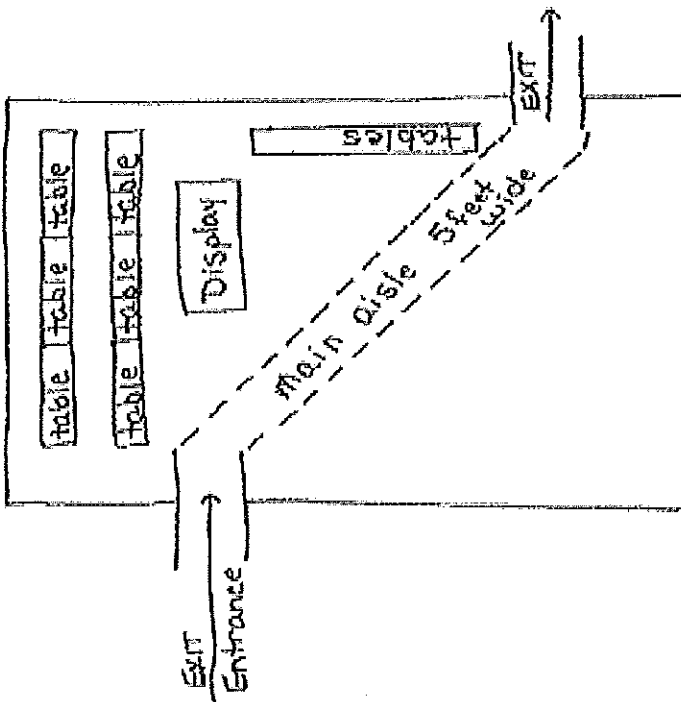
- EXIT signs are to be easily visible at all times.
- EXITS are required to be kept unobstructed at all times.
- EXIT aisles must be kept clear of displays, trash and any other items that may prevent exiting or create a trip hazard.

Each tent is to provide main aisle widths of no less than 5 feet wide. Main aisle widths are those that go to the EXITS.

Additional aisle widths are to be no less than 44 inches wide.

Aisle widths are to be maintained at all times and free of any material.

EXIT Placement Diagram



Fire Extinguishers:

Each tent is required to have a minimum of 2 fire extinguishers, no less than 2A 10BC in size.

Based on the size of the tent, more than 2 fire extinguishers may be required.

Fire Extinguishers are to be located where they are easily visible and easy to get to in the event of an emergency.

Fire Extinguisher will have to meet NFPA 10 service standards and a certified inspection tag must remain attached to the fire extinguisher at all times.

Use of electricity at the retail fireworks stand:

The only requirement here will be the use of extension cords to provide electricity. The use of extension cords will have to meet the following requirements:

- Any extension cord used will have to be a commercial, heavy duty cord approved for outdoor use.
- All extension cords located where vehicles may drive over them or customers can walk over them are required to be protected to prevent abrasion from traffic and to prevent tripping over them.
- The use of light weight extension cords is strictly prohibited.

Use of a portable generator:

Generators are required to be located 20 feet away from the retail fireworks stand tent.

A barricade is to be constructed around the generator to prevent the public from coming into contact with it.

Fuel for gas powered generators is to be stored 50 feet away from the stand tent.

If at any time you have questions, please feel free to call or email me at 608-846-4364 extension 2508 or [jyaskal@deforestfire.com](mailto: jyaskal@deforestfire.com).

Thank you,

Jon Yaskal
DeForest Area Fire & EMS
Fire Inspector



DEFOREST AREA FIRE & EMS

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Dear Property/Business Owner,

In an effort to streamline the Fire Department inspection process, assist in prevention and risk reduction, and to aid in our reporting requirements to State, Federal, and private entities; we launched the use of a Web-Based Inspection Report Management System. As the Authority Having Jurisdiction (AHJ), part of our role is to ensure property owners are actively taking care of their systems, which will increase our ability to know buildings are safe in our community.

As a property/building owner, occupant, manager, or other facility employee, part of your obligation includes taking a proactive role in making sure your location(s) are fire safe. Having fire and life safety systems tested, inspected, and maintained on a frequent basis assists in reducing the impact of fire at your location and in our community. In addition, it is the requirement of our Jurisdiction to receive documentation that these inspections have been performed and your systems are in working condition.

Deforest Area Fire & EMS has selected InspectionReportsOnline.net (IROL) as our web-based solution. IROL offers a secure and central platform in which AHJs, Service Providers (SP), and Commercial Property/Business Owners (PO) can actively be involved and engaged in these efforts and requirements. We will also be using IROL to perform our Fire Department occupancy inspections.

As a PO in our Community, we are extending the same benefits to you. Registering with IROL will allow you to receive, manage, file and share inspections from both your Service Provider (inspection company) and our Fire Department. If you manage/own multiple properties, you can do so from one master account with IROL. Implementing a system like IROL will increase your compliance and our overall fire prevention and community risk reduction efforts.

If you receive any of the following required inspections in our Jurisdiction, we are requiring your registration with IROL:

- *Fire Alarms*
- *Sprinkler Systems*
- *Engineered and/or Pre-Engineered Systems*
- *Fire Extinguishers*
- *Emergency Lighting*

Once you have successfully registered with IROL, you will have access to all submitted reports and inspections for your properties as well as notify the AHJ when you have corrected any issues identified.

Our Department considers itself leaders in this process. Our Department has made an agreement with IROL in which there are NO FEES to register or use IROL as a PO in our Community. Please read the following steps carefully.

Please read the following instructions carefully for how to register:

1. Visit <https://www.InspectionReportsOnline.net>
2. Click on the green, Property Owner (PO), box and then click "Register." Register with your *administrative location. *If you only own/manage one location, please register with that location's information. If you own/manage multiple locations, you will be able to add all locations once the initial registration is complete.
3. Choose the Plan best fitting the number of locations you own/manage.
4. *Next, choose the "30-Day Trial" Option Box. Choosing this box will exempt you from having to input a credit card.*
5. Click to understand the Terms and Conditions, then Register.

Once you are registered and activated, you will receive a Welcome Packet and a Property Owner Identification Number (PO ID#). We suggest notifying your Service Provider (inspection company) of your registration which will allow them, along with our Department, to submit final inspections to your PO Dashboard.

For future use, our AHJ Identification Number is: (WIA11186). This ID will also be able to be found on your PO Dashboard under the Search AHJ tab after activation.

If you have any questions on this process, please feel free to contact us. If your questions are directed towards IROL, please call them at 877-514-IROL(4765). IROL offers training at no cost to all users. We suggest watching one of their training tutorials (given at time of registration) or contacting them for one-on-one training.

The Fire Department appreciates all you do to help reduce fires in our community and looks forward to working with the community in keeping our people and property safe.

Thank you very much,

Jon Yaskal

Fire Inspector

DeForest Area Fire & EMS

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Inspection Checklist for Retail Firework Stands

This checklist is designed to assist you with the requirements that will need to be completed before the firework stand permit becomes valid. After the Fire Department inspection and issuance of the Fire Department Permit, will the stand be permitted to open to the public for sale of fireworks.

- License on site
- Possession and Discharge Notice posted
- Multiple copies of Written Discharge Notice on hand
- NO SALES until inspected sign posted at the main entrance
- 20 foot wide barricade around the tent, or applicable sides
- Minimum distance of 50' from public assemblage or place where gasoline or other flammable materials are being sold
- NFPA 704 placards posted on the outside of the tent, all 4 sides
- NO SMOKING sign posted outside at the main entrance
- NO SMOKING signs posted inside the tent
- Occupant Load sign posted inside the tent
- Required number of EXITS provided (2+)
- Required EXIT widths provided (>6')
- EXIT signs posted above each required exit
- Fire extinguishers placed in visible and accessible locations
- All extension cords subject to foot or vehicle traffic are protected, with provided devices
- Any extension cord used must be a commercial, heavy duty cord approved for outdoor use
- Sales tables are arranged so not to block required EXITS
- Main aisle width of 5 feet is provided
- Accessory aisle widths of 44 inches are provided
- Fireworks for sale are unpacked and set on tables
- Fireworks inventory is checked for Metal Sparklers. If found they are removed and not for sale
- Pre-packaged assortments are checked for Metal Sparklers. If found they are removed and either substituted with wooden ones or removed and not sold