



## City of Monroe – Pyrotechnic or Fireworks Display Permit Submittal Requirements

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The following requirements have been established for the submittal of plans and specifications for all fireworks or pyrotechnic displays within this jurisdiction. Permit Applications must be submitted in entirety at least 10 days prior to the date of display. Submittals not conforming to these minimum requirements will be returned as incomplete. In addition, permit applicants must comply with the provisions of 70.77, RCW and 212.17, WAC and the International Fire Code.

### Submittal Requirements (the following must be included in submittal)

1. Completed City of Monroe Master Permit Application (under Building / Other, mark Fireworks Display)
2. Completed Fireworks Display Application (attached).
3. Three (3) copies of the following shall be submitted:
  - a. Valid Washington State General Public Display License
  - b. Certificate of Insurance with the certificate holder indicated as “City of Monroe, 806 W. Main Street, Monroe WA 98272” with additional insured indicated as “City of Monroe, its officers, elected officials, agents and employees” and “Snohomish County Fire Protection District # 3, its officers, elected officials, agents and employees.”
  - c. Detailed site plan indicating the following:
    - i. Location of Mortars, with indication of Fireworks Class
    - ii. Barricade distances from Discharge Point
    - iii. Distances to structures, buildings, sensitive areas and parking lots



**FOR OFFICE USE ONLY**  
 Permit #(s) \_\_\_\_\_  
 Date \_\_\_\_\_

**MONROE FIRE DEPARTMENT**  
 163 Village Court • Monroe, WA 98272  
 Phone: (360) 794-7666 • Fax: (360) 794-0959

**COMMUNITY DEVELOPMENT / ENGINEERING**  
 806 West Main Street • Monroe, WA 98272  
 Phone: (360) 794-7400 • Fax: (360) 794-4007

## CITY OF MONROE – Combined Permit Application

**Permit Submittal Hours Monday through Friday:**

Building, Fire & Land Use permits: 9:00 am – 12:00 pm & 2:00 pm – 4:00 pm  
 Engineering permits: 8:00 am – 5:00 pm

- | <u>Building</u>                                      | <u>Engineering</u>                                      | <u>Fire</u>                                 | <u>Land Use</u>   |
|--|---|---|---|
| <input type="checkbox"/> Building (new construction) | <input type="checkbox"/> Engineering Review             | <input type="checkbox"/> Fire Alarm         | <input type="checkbox"/> Accessory Dwelling Unit                    |
| <input type="checkbox"/> Commercial T/I              | <input type="checkbox"/> Fencing                        | <input type="checkbox"/> Fire Sprinkler     | <input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation |
| <input type="checkbox"/> Demolition                  | <input type="checkbox"/> Grading/Retaining wall/Rockery | <input type="checkbox"/> High Piled Storage | <input type="checkbox"/> Conditional Use                            |
| <input type="checkbox"/> Garage/Carport              | <input type="checkbox"/> Right of Way Disturbance       | <input type="checkbox"/> Hood Suppression   | <input type="checkbox"/> Rezone                                     |
| <input type="checkbox"/> Mechanical                  | <input type="checkbox"/> Special Flood Hazard Area      | <input type="checkbox"/> Spray Booth        | <input type="checkbox"/> Shoreline Substantial Develop.             |
| <input type="checkbox"/> Plumbing                    | <input type="checkbox"/> Utility Service                | <input type="checkbox"/> Tents & Canopies   | <input type="checkbox"/> Short Plat                                 |
| <input type="checkbox"/> Residential Remodel         |   | <input type="checkbox"/> Other _____        | <input type="checkbox"/> Subdivision                                |
| <input type="checkbox"/> Sign                        |   |   | <input type="checkbox"/> Planned Residential Develop.               |
| <input type="checkbox"/> Other _____                 |   |   | <input type="checkbox"/> Variance                                   |
|  |   |   | <input type="checkbox"/> Other _____                                |

*\*Please note that all required Electrical Permits will be issued by the Dept. of Labor & Industries.*

**THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS**

Site Address or Property Location: \_\_\_\_\_

Size of site (acre/square feet): \_\_\_\_\_

Assessor's Tax Parcel Number (14 digits): \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

\*Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

\*\*Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax # (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

**ATTACH A SEPARATE SHEET FOR ADDITIONAL PROPERTY OWNERS/ADDITIONAL ADDRESSES**

\*Applicant: By your signature above, you hereby certify that the information submitted is true and correct and that you are authorized by the property owner(s) to act on their behalf.

\*\*Property Owner(s): By your signature above, you hereby certify that you have authorized the above Applicant to make application on your behalf for this application



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Display Site Address: \_\_\_\_\_

Display Date: \_\_\_\_\_ Time of Display: \_\_\_\_\_

Contact Person at Display: \_\_\_\_\_ Phone: \_\_\_\_\_

Sponsor: \_\_\_\_\_ Phone: \_\_\_\_\_

Purpose of Event: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Address: \_\_\_\_\_

Name & License No. of Pyrotechnic Operator: \_\_\_\_\_

Type and Number of Pyrotechnics or Fireworks (provide detailed list): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Supplier Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Supplier Address: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_