

City of Lee's Summit

Development Services Department

Fireworks Sales Permit

Application Form

1. No more than twenty (20) licenses will be issued for the retail sale of fireworks to “not for profit (NFP)”, religious or community service organizations only. Of the twenty (20) licenses, nineteen (19) shall be reserved for nonprofit, religious or community service organizations located and operating in either the City of Lee's Summit or the Lee's Summit R-7 School District (“Local Organizations”) and one (1) license shall be reserved for a national nonprofit organization which has an office located inside the City of Lee's Summit, e.g. the Red Cross (“Outside Organizations”). To be considered for the twenty (20) licenses, a Fireworks Sales Permit application shall be completed and submitted to the Development Services Department. A complete application consists of all items identified in the Submittal Requirements checklist. **Information missing or not submitted with the application will result in an incomplete application and the application will not be accepted.**
2. Only one application may be filed on behalf of an entity for a particular location, and any additional applications filed on behalf of the same entity for a particular location will not be considered. Only one license can be issued for an application and only one license will be issued for each particular location.
3. Applications to be considered for the twenty (20) licenses will be selected by a lottery system. **The Development Services Department will accept applications between 8:00 a.m. on April 1st and 5:00 p.m. on April 3rd. Incomplete applications will not be accepted during the application period.** First, each applicant submitting an application deemed complete by City staff will draw a number at random at the time of filing. City staff will record the number drawn with the applicant's application. The names of the applicants will be listed in numerical, sequential order of the numbers drawn, together with the designation of whether the applicant is a Local Organization or Outside Organization. The first nineteen (19) Local Organizations listed and the first one (1) Outside Organization listed will be considered for the twenty licenses. In the event that the number of Local Organizations and Outside Organizations applying do not meet the amount of licenses reserved for the respective class, the remaining licenses may be awarded to qualified applicants of the other class. On April 6th, all applicants will be notified whether their application is one of the twenty licenses awarded. The Fireworks Sales Permit Fee (**\$275 filing fee**) must be paid within forty-eight (48) hours of the end of the lottery (“48 hour period”), not including the weekend, or the application will be deemed denied and the next applicable application shall be considered in numerical, sequential order as determined by the lottery. Once an application is filed, the

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information contained therein may not be revised or altered; provided, however, that the identity of an entity and the proposed location may be changed by written request received by the City staff within forty-eight (48) hours, not including the weekend, of the filing of the application. Any changes to the application in regards to the location and applicant after the 48 hour period will be deemed denied and the next applicable application shall be considered in numerical, sequential order as determined by the lottery.

4. All applications selected for the licenses will go through a detailed staff review by the Development Services Department, Fire, Police and Public Works departments at a Development Review Committee. Out of this meeting, written comments on the proposed application will be prepared and sent to all parties listed on the application form (via fax). City staff will have ten (10) business days from the completion of the lottery to review the initial application and will have five (5) business days to review any revised plans.
5. City staff will review the plans and information against applicable codes and ordinances. Approval may be granted after considering performance standards as set forth in Article 3 of the UDO and after review by the Development Services Department, Public Works, Police and Fire departments for compliance with applicable codes and ordinances. The approval granted is for the specific location shown on the approved plans and applicant listed on the application.
6. Once approval has been granted for the Fireworks Sales Permit, a Retail Fireworks Sales License (business license) **shall be obtained** from City of Lee's Summit Finance Department. The cost of this license is \$50. The following items are required prior to obtaining a retail fireworks sales license:
 - An approved Fireworks Sales Permit
 - A cash deposit, performance bond, letter of credit, or other security approved in content and form by the City Attorney, in the face amount of \$1,000.
7. No temporarily licensed stands, nor any signs approved as part of the Fireworks Sales Permit process, may be setup before June 23rd of the licensed year. All licensees must display at the stand location a 32 square foot banner which recites the identity of the licensee. This banner must be attached between two poles securely placed in the ground. All licensees must also display near the cash register (or other place of checkout) a signs of at least 12" x 12" which recites the identity of

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the licensee. As a condition of approval of the license application, all licensees must immediately remove any sign after being informed by City staff that the sign violates the licensee's approved sign plan. It shall be the duty of the licensee to completely remove all temporary licensed stands and signs, and to clear the site where such stand and signs were erected of all debris and trash on or before July 7th of the same year. All tents and electrical shall be inspected and approved by Fire and Codes departments prior to occupancy or stocking of merchandise.

8. The retail display and sale of allowed fireworks shall be permitted by nonprofit, religious or community service organizations for the period beginning 6:00 a.m. on June 23 and extending through midnight on July 4 of each year. The hours of operation shall be consistent with the surrounding land uses.
9. At the time of application, every applicant shall provide a narrative description of its security plan to secure the premises when not open to the public, including the evidence of the qualifications of the security guard(s). At a minimum, the security plan shall provide the following:
 - The stand/tent shall be secured and a guard present any time the business is not open to the public.
 - The security guard shall be properly and validly licensed pursuant to the City Code.
10. A signage plan, which identifies the location, size, and type of signs, shall be submitted with the application. The following types of signs are prohibited:
 - Search lights
 - Any Inflatable Object/Balloon
 - Pennant
 - Portable sign
 - Streamer
 - Moving/Flashing or Animated sign
 - Roof sign
 - Off-premise sign (i.e., a sign not located on the property)

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Submittal Requirements

****A Completed Checklist Must Be Submitted With the Fireworks Sales Permit Application***

Met	Not Met	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Applicant – Name, Address and Telephone Number
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Property Owner – Name, Address and Telephone Number
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. \$275 filing fee (within 48 hours of completion of the lottery) payable to City of Lee's Summit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Ownership Affidavit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Proof of Not-For-Profit status.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. A copy of current State Fireworks Permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Proof of general liability insurance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. A written narrative description of the proposed event, to include: <ul style="list-style-type: none"> • address of the site on which the proposed event is to be held; • date(s) of the proposed event; • the hours of operation; • anticipated attendance; • any tent/building or other structures, signs or attention-attracting devices proposed to be used in conjunction with the event; • security plan; • electrical plan; and • proposed temporary potable water supplies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. A site plan showing the location of all existing and proposed uses, tent location, location of parking, ingress/egress locations, traffic circulation, signs, streets and property lines.

****Submit five (5) copies of all documents (including the application itself) that are submitted in support of the fireworks sales permit application.***

City of Lees Summit
Development Services Department
Fireworks Sales Permit - Application Form
Not for Profit Organizations Only

PROPERTY LOCATION/ADDRESS (Tent Location): _____

ZONING OF PROPERTY: _____

PROPERTY OWNER _____ PHONE _____

CONTACT PERSON _____ FAX _____

ADDRESS _____ CITY/STATE/ZIP _____

E-MAIL _____

NOT FOR PROFIT _____ PHONE _____

CONTACT PERSON _____ FAX _____

ADDRESS _____ CITY/STATE/ZIP _____

E-MAIL _____

FIREWORK DISTRIBUTOR _____ PHONE _____

CONTACT PERSON _____ FAX _____

ADDRESS _____ CITY/STATE/ZIP _____

E-MAIL _____

BANNED FIREWORKS

The sale, offering for sale, possession, storage, handling and use of certain Division 1.4G fireworks shall be permitted within the corporate limits of the City, provided such fireworks comply with Chapter 320 of the Revised Statutes of Missouri, 11 CSR 40-3.010, CPSC 16 CFR, Parts 1500-1507, DOT 49 CFR, Parts 100-178, and all applicable Ordinances and Codes of the City of Lee's Summit, Missouri, except that it shall be unlawful for any person to sell, offer to sell, possess, store, handle or use, within the corporate limits of the City, the following Division 1.4G fireworks:

- **Rockets on a stick (e.g. bottle rockets);**
- **Missiles with fins or rudders for the purpose of achieving aerodynamic flight;**
- **Roman Candles, California Candles, Illuminating Torches, or similar items, with or without spikes, which contain wording on the caution label that is substantially similar to the following: “WARNING SHOOTS FLAMING BALLS” or “WARNING SHOOTS FLAMING BALLS AND REPORTS”; and**
- **Single or multi-shot parachutes, with night effects.**

(Chapter 13 – *Fire Prevention and Protection*, of the Code of Ordinances of the City of Lee’s Summit, Article III *Fire Code*, Section 13-44 *Same Amendments*.)

By signing the application below, I certify that all information in this application and all information furnished in support of this application is true and complete to the best of my knowledge and belief. I further certify that I have read, understand and will abide with the City of Lee’s Summit banned fireworks ordinance included on this application form.

PROPERTY OWNER	NOT FOR PROFIT
Print name: _____	_____

FIREWORKS DISTRIBUTOR
Print name: _____

CITY OF LEE'S SUMMIT

OWNERSHIP AFFIDAVIT

STATE OF MISSOURI)

ss.

COUNTY OF JACKSON)

Comes now _____ (name of property owner)
who being duly sworn upon his/her oath, does state that he/she is the owner of the property legally
described as _____

in the application for **FIREWORKS SALES PERMIT.**

Owner acknowledges the submission of said application and understands that upon approval of the
application, the proposed use specified in the application will be a permitted use upon the subject property
under the City of Lee's Summit Unified Development Ordinance.

Dated this _____ day of _____, 20____.

Signature of Owner

Printed Name

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

My Commission Expires