



City of El Centro
Fireworks Checklist & Important Dates
Community Development Department
1275 W. Main Street
El Centro, CA 92243
Telephone: (760) 337-4545

Below is a list of items to submit with your Fireworks Temporary Use Permit Application. Before submitting the Application to the Community Development Department, please ensure that items (1-6) are attached to your Application.

- 1. Temporary Use Permit Application signed by the Authorized Officer or Director of the nonprofit organization
- 2. Two (2) copies of a Site Plan (min. 8 ½ "by 11")
- 3. Affidavit signed by the Authorized Officer or Director for nonprofit organization
- 4. Proof of being a nonprofit, and demonstrating tax exempt status (*i.e. IRS Determination Letter*)
- 5. Payment in the amount of Two Hundred dollars and Seventy-five cents (\$200.75) **non-refundable** fee for permit processing
- 6. Proof of a City of El Centro Business License (*Business Licenses are free of charge to nonprofits*)

After items 1-6 (above) are submitted and reviewed by City Staff, Staff will approve or deny the application. If the number of Qualified Applicants for Fireworks Sales Permits exceeds the five (5) Fireworks Sales Permits available for issuance, the Fire Chief will conduct a drawing. If your nonprofit organization or group is selected, you will also need to provide or complete the following:

- 7. One (1) copy of Property Owner or Lessor Consent Form.
- 8. Certificate of Endorsement evidencing a policy of public liability and property damage insurance naming the City as an additional insured thereunder, with minimum limits of one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) aggregate.
- 9. Payment in the amount of three hundred dollars (\$300.00) for the Fireworks Sales Permit.
- 10. Attend at least one (1) fireworks safety training to be announced at a later date.
- 11. A copy of the retail fireworks license issued by the Office of the California State Fire Marshal.
- 12. A copy of the State Board of Equalization temporary sales tax permit.

IMPORTANT DATES TO CONSIDER

| | |
|---|------------------------------|
| Temporary Use Permit Application Deadline | April 7, 2023 |
| Fireworks Permit Drawing (if more than 5 applications are received) | To Be Announced |
| Safety Training Date | To Be Announced |
| Fireworks Stand Set Up | June 20, 2023 – July 6, 2023 |
| Retail Sales Period | June 28, 2023 – July 6, 2023 |
| State Board of Equalization Report Due to City Clerk | November 2, 2022 |

Please be aware that in the event limitations to social gatherings are still in place, the City has the right to not issue permits.

T.U.P. No. _____

Processing Fee:\$200.75



Date Filed: _____

Received By: _____
Application due no later than
5 PM on April 7, 2023

**CITY OF EL CENTRO
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING & ZONING DIVISION
APPLICATION FOR TEMPORARY USE PERMIT FOR FIREWORKS SALES**

Application is hereby made to the City of El Centro, County of Imperial, State of California, for a **Temporary Use Permit** as set forth under Chapter 29, Article IV, Division 5 of the City Code of the City of El Centro, California, as amended. This Temporary Use Application is specifically for fireworks sales. Before completing the Temporary Use Application, review the Fireworks Ordinance attached hereto.

NONPROFIT APPLICANT:

Name of Organization _____

Principal and Permanent Meeting Address _____

Status of Organization (Religious, Charitable, etc. **[Attach copy of 501 (c)(3) status) or 23701d designation]** _____

INDIVIDUAL IN ORGANIZATION APPLYING FOR THIS PERMIT/CONTACT PERSON:

Name _____ Title _____

Mailing Address _____

Email _____ Telephone No. (_____) _____

Name of Property Owner(s) (if different from above) _____

Mailing Address _____

Telephone No. (_____) _____

LIST THREE (3) PRINCIPAL OFFICERS OF THE ORGANIZATION IN ORDER OF PREFERENCE:

| Name | Title | Address | 24-Hour Contact Phone Number |
|------|-------|---------|------------------------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |

FIREWORKS DISTRIBUTOR/WHOLESALE INFORMATION:

This information is **optional**. Please provide this information only if you know who the distributor/wholesaler will be.

Company Name _____

Address _____

Contact Person _____ Telephone No. _____

DESCRIPTION OF PROJECT SITE:

NOTE: Fireworks stands shall be located in the CH(Heavy Commercial), CG (General Commercial), MG (General Manufacturing and ML (Light Manufacturing) zones only.

Street Address/Location _____

DESCRIPTION OF PROPOSED TEMPORARY USE :

Please fully describe the proposed use of the subject property for which the Temporary Use Permit is requested, including the number of employees who will work at the stand :

BENEFITS STATEMENT:

Please describe the benefits the nonprofit organization or group provides to the community of El Centro. Attach pages as necessary.

DURATION OF TEMPORARY USE PERMIT:

Beginning date _____ Ending Date _____

Hours of Operation _____

CONDITION OF SITE FOLLOWING TEMPORARY USAGE:

Each site occupied by a temporary use shall be left free of debris, litter, or any other evidence of the temporary use upon completion or removal of the use, and shall thereafter be used only in accordance with the provisions in Chapter 29.

MISCELLANEOUS PROVISIONS:

Applicant shall inform the City immediately of accidents or emergency situations that occur or arise throughout the duration of the temporary use.

Applicant shall comply with all applicable laws, ordinances, codes and regulations of the Federal, State, and local governments.

Except if expressly stated, no third party is a beneficiary of the Temporary Use Permit. Applicant shall not assign the obligations under this Permit. Any assignment shall constitute a default and is grounds for immediate termination of this Permit, at the sole discretion of the City.

Applicant shall maintain prior to the beginning of and for the duration of this Temporary Use Permit, a policy of public liability and property damage insurance naming the City of El Centro as an additional insured thereunder. Limits are subject to review, but in no event shall be less than the limits set forth in Section 10-70(1)(b) of the City of El Centro Municipal Code.

RELEASE, HOLD HARMLESS AND AGREE NOT TO SUE:

Applicant fully understands that the sale of fireworks exposes Applicant to the risk of claims for personal injury, death or property damage. Applicant hereby acknowledges and agrees to assume any such risks resulting from its sale of fireworks.

In consideration for the City’s issuance of a fireworks permit, Applicant hereby agrees, for itself, its successors and assigns, that Applicant shall indemnify and hold harmless the City, its officers, agents, employees, servants or volunteers from any and all claims, demands, actions or suits arising out of or in connection with Applicant’s sale of fireworks.

By signing below, Applicant hereby releases, discharges and agrees not to sue the City, its officers, agents, and/or employees, for any injury, including but not limited to death or damage or loss of personal property arising out of, or in connection with the City’s issuance of a fireworks permit, from whatever cause, including the passive negligence of the City, its officers, agents, servants, and employees.

Date

Applicant Signature

SIGNATURE:

I certify that I am the signer and authorized officer or director of the nonprofit organization or group of the within application and have read the foregoing and certify that the contents herein are true and correct to the best of my knowledge and belief.

Date

Applicant Signature

Print Name

REQUIRED ATTACHMENTS:

1. Two (2) copies of the Site Plan (Min. 8½ x 11)
2. Affidavit signed by the Authorized Officer or Director for nonprofit organization.
3. Proof of being a nonprofit, and demonstrating tax exempt status (i.e. IRS Determination Letter)
4. Payment in the amount of Two Hundred dollars and Seventy-five cents (\$200.75) dollars **non-refundable** for permit processing.
5. Proof of City of El Centro Business License (Business Licenses are free of charge to nonprofits).

NOTE: *Please submit temporary use permit application with the required attachments and the appropriate filing fees to the Community Development Department - Planning & Zoning Division at City Hall, 1275 W. Main Street, El Centro, California 92243. Incomplete applications will not be accepted.*

If you need assistance completing the applications, please contact the Community Development Department-Planning & Zoning Division on weekdays, from 8:00a.m. to 5:00p.m., at (760) 337-4545.