



TOWN OF AMHERST
FIRE SAFETY DIVISION
5583 MAIN STREET
WILLIAMSVILLE, NY 14221

(p) (716) 631-7140

(f) (716) 631-7192

firesafety@amherst.ny.us

amherst.ny.us/firesafety

TENT FOR SPARKLING DEVICE SALES

The following items must be submitted in order to obtain a Fire Prevention Permit for a Tent permit to be use for the sale of sparkling devices:
(Additional information may be required.)

*Incomplete Applications will not be processed until all items have been received.
This includes payment for the permit applications.*

- Completed "FIRE PREVENTION PERMIT" form
 - Address is listed as per the Assessors Office
- Letter from property owner permitting use of tent for sales. Letter shall include hours and dates of event.
- Detailed site and floor plan for tent shall be provided, to include means of egress facilities, seating capacity, arrangement of the seating and/or tables and location and type of heating and electrical equipment. Means of egress for temporary tents and membrane structures shall be in accordance with IFC Sections 3103.12.1 through 3103.12.8.
- Membrane structures or tents shall have a permanently affixed label bearing the identification of size and fabric or material type.
- Certificate executed by an approved testing laboratory certifying that the tents and membrane structures and their appurtenances are composed of material meeting the flame propagation performance criteria of NFPA 701, and that such flame propagation performance criteria are effective for the period specified by the permit.
- An affidavit or affirmation shall be submitted to the fire code official and a copy retained on the premises on which the tent or air-supported structure is located. The affidavit shall attest to all of the following information relative to the flame propagation performance criteria of the fabric:
 1. Names and address of the owners of the tent or air-supported structure.
 2. Date the fabric was last treated with flame-retardant solution.
 3. Trade name or kind of chemical used in treatment.
 4. Name of person or firm treating the material.
 5. Name of testing agency and test standard by which the fabric was tested.
- Fire apparatus access roads shall be provided in accordance with IFC Section 503.
- Parking spaces shall not be reduced below the required amount.
- Smoking shall not be permitted in tents or membrane structures. Approved "No Smoking" signs shall be conspicuously posted.
- Portable fire extinguishers shall be provided.
- Generators and other internal combustion power sources shall be separated from tents or membrane structures by not less than 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means.
- Filing Fees **DUE UPON APPLICATION SUBMITTAL**: Fire Prevention Permit = \$100 (*separate permit application required*) / ① Temporary Sign Permit = \$30/New Business (*separate permit application required*) / ② Transient Business Permit = \$50 (*separate permit application required*).

NOTE: ① Signs are limited to (1) sign no greater than 32 square feet. Sign shall be of a solid substrate. Banners, flags, streamers, etc. are NOT allowed. If there are any specific questions about signage please call (716) 631-7096.

② Sales not accessory to a merchant on premises will be administered through Chapter 148 of the Town Code which will require a Peddler/Solicitor Permit.

③ A variance may be required and will be determined after application is submitted. Please note this process could cause a 30-60 day delay in issuing the permit.



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TENT PERMIT SUBMITTAL INFORMATION – SPARKLING DEVICES

Incomplete Tent Permit submittals will not be processed until all items listed below have been received.

This includes payment for the permit application.

Questions – Call (716) 631-7140 or email firesafety@amherst.ny.us

Fire Prevention Permit Fee = \$100.00

Address: _____

Business Name: _____

Contact name: _____

Contact phone #: _____

Tent Size: _____

Event Date(s): _____

Operation Hours: _____

Date Tent Up: _____

Date Tent Down: _____

Sides: Yes No

Tables: Yes No

Chairs: Yes No

of Parking Spaces Being Used: _____ N/A

Flammability Certificate Submitted: ❶ Yes No

Plot Plan Submitted (3 copies): ❷ Yes No

Tent Layout Submitted: ❸ Yes No

Generator being used: ❹ Yes No

NOTE: ❶ Flammability certificate will come from tent rental company or tent vendor if individually owned.

❷ Satellite image with location noted is sufficient for the plot plan (*does not need to be to scale*)

❸ Layout shall include tables, chairs, etc. Location of Exits shall be noted.

❹ Generator placement shall meet requirements of the Fire Code and the NFPA

Application for

TEMPORARY SIGN PERMIT

Date: _____

Applicant Name (print) _____ Phone # _____

Applicant Signature: _____

Business Name: _____

Business Address: _____

Application for a Temporary Building Permit is hereby made to display a temporary sign:

- (1) **New business enterprises:** From _____ to _____ **\$30.00 Fee**
(30 days max.)
- (2) **First Anniversary** of new business: From _____ to _____ **\$30.00 Fee**
(30 days max.)
- (3) **Lost sign** due to fire or other catastrophe: From _____ to _____ **\$30.00 Fee**
(30 days max.)
- (4) **Replace sign during construction:** From _____ to _____ **\$30.00 Fee**
(30 days max.)
- (5) **Limited activities** in connection with principal use or activity on the premises:
 - For 7 days: From _____ to _____ **\$30.00 Fee**
 - For 14 days (counted as 2 permits): From _____ to _____ **\$60.00 Fee**
- (6) **Sign advertising price of merchandise:** From _____ to _____ **\$30.00 Fee**
(24 SF max. face area)

Sign Specifications: _____ ft. high, _____ ft. long, _____ ft. wide. **Area** _____ **sq. ft.**

(Sign size: Exterior portable or temporary sign limited to 32 S.F. per face)

Type: _____ **Location:** _____ feet from front property line.
(ground, A-frame, other)

_____ feet from side property line.

Illumination: _____ (No animated type of lighting permitted)

Part 7-8-10-B "No more than two temporary building permits for signs shall be issued within any calendar year for any business on the premises. Temporary signs shall not be allowed within multiple developments except as provided in Items #1, #2 & #3" (amended 1/16/2007)"

FOLLOWING TO BE FILLED IN BY THE BUILDING DEPARTMENT:

Authorization is (a) _____ Denied. Reason: _____

(b) _____ **Granted and subject to the following conditions:**

(1) _____

Copy: _____/Terr # _____ **Approving Inspector:** _____ **Permit #** _____

Date of application: _____

**TOWN OF AMHERST
PEDDLER, SOLICITOR, TRANSIENT BUSINESS AND MOBILE FOOD VEHICLE
PERMIT APPLICATION**

PERMIT/FEES:

- PEDDLER/SOLICITOR – 90 DAYS: \$50.00
- TRANSIENT BUSINESS – 90 DAYS: \$50.00
- MOBILE FOOD VEHICLE – 1 YEAR: \$400.00 (first vehicle);
\$200.00 (each additional vehicle, and for every renewal)

Applicant's Name: _____

Street: _____

City: _____ State: _____ Zip: _____

Local Address (if different): _____

Telephone: (home) _____ (cell) _____

SS#: _____ Date of Birth: _____

Height: _____ Weight: _____ Hair Color: _____ Eye Color: _____

Business Name: _____

Business Address: _____

Driver's License: (must present when submitting application)

State: _____ Number: _____ Expiration: _____

If presenting a driver's license that is outside Erie County, you must also submit a Police Background Check from each location where you have previously resided.

List any crimes **AND** violations resulting in arrest or conviction: _____
(Failure to disclose may result in rejection of application)

Explain the product/service to be peddled, solicited or vended: _____

New York State Sales Use Tax Number: _____

Days & Hours of Operation: _____

Note: No peddling, soliciting or transient business activities shall be conducted before 9:00 AM or after 8:00 PM. No Mobile Food Vending before 9:00 AM or after 8:00 PM on residential property except for the following: when the truck and vending activities are not located within the required front yard the allowable hours are from 9:00 AM to 11:00 PM. Mobile food vending may be conducted between 7:00 AM and 11:00 PM on a non-residential property or in a right-of-way adjacent to a non-residential property.

THIS SECTION FOR TRANSIENT BUSINESS OR MOBILE FOOD VEHICLE PERMITS ONLY:

Description of motor vehicle: Year _____ Make _____ State _____

Registration # (VIN): _____ Expiration: _____ Plate#: _____

Location of transient business or mobile food vehicle location: _____

1. If your transient business or mobile food vehicle will reside on private property, you must attach a written letter of consent from the property owner to this application, including contact information (name, address and phone number) of the owner of record.
2. If you are vending food products you must supply a copy of your Health Department Operating Permit before we can accept this application.
3. You must have your vehicle inspected annually by the Town Fire Inspectors. Please call 716-631-7140 to schedule an appointment.

Signature of Applicant (*This signature indicates consent to having a background check performed.*)

Sworn to me This _____ Day of _____

Notary Public

Stamp

.....
Chief of Police (if required): Approve _____ Disapprove _____

Signature

Commissioner of Buildings (if required): Approve _____ Disapprove _____

Signature

Fire Inspector (if required): Approve _____ Disapprove _____

Signature

Town Clerk: Approve _____ Disapprove _____

Signature

PLEASE NOTE: PEDDLING, SOLICITING OR VENDING IS NOT ALLOWED UNTIL A PERMIT IS OFFICIALLY ISSUED. THE PERMIT MUST BE PRODUCED UPON REQUEST. THERE ARE NO REFUNDS FOR APPLICATIONS THAT ARE DENIED.