



# DPS

# Montgomery County Department of Permitting Services



**Isiah Leggett**  
*County Executive*

**Diane R. Schwartz Jones**  
*Director*

## Procedure for Fireworks Displays in Montgomery County

### Prior to Fireworks Display

1. Obtain “Fireworks Public Display Permit” application from the Maryland State Fire Marshal’s Office.  
[www.firemarshal.state.md.us](http://www.firemarshal.state.md.us) 410-653-8980 or 800-525-3124

2. At least three weeks prior to the event, complete the “Special Event Application” online at  
[http://www.montgomerycountymd.gov/mcfrs-code/form\\_special\\_event.html](http://www.montgomerycountymd.gov/mcfrs-code/form_special_event.html)

Once the application is submitted, you will be contacted within 2 business days by the Montgomery County Fire Code Compliance office to schedule a preliminary site inspection.

3. At the preliminary site inspection, the shooter or sponsor must provide 3 copies (1 each for the shooter, sponsor and fire inspector) of the following documentation to the inspector:

- a. Maryland “Fireworks Public Display Permit” application, appropriately completed
- b. A completed Montgomery County Fireworks Display Information Document, see pages 4 and 5.
- c. A Crowd Control plan (A plan to maintain a safe perimeter around the shoot and fallout areas to prevent spectator injury during the event)
- d. A diagram of the site where fireworks are to be displayed. This diagram is to include the following:
  1. Buildings
  2. Viewing area(s)
  3. Relevant property lines\*
  4. The fallout area (fallout area radius is a minimum of 100’ per 1” of shell)
  5. Launch location

If fallout area lies beyond the event holder’s property line, or the event holder is not the property owner, a letter from the property owner(s) in accordance with the State permit application is required at this time.

- e. Public notification plan. For displays other than July 4<sup>th</sup>, any residents potentially affected by the display must be notified. Methods of notification include but are not limited to: signage, local newspaper posting, local radio/TV broadcast, or door-to-door written announcements. Notification must include at a minimum the date, time, rain date (if applicable), location and duration of the display. Please include the following information: “For any questions or concerns please call the Office of the Fire Marshal at 240-777-2457 during normal business hours.”





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\* Property lines must be based on maps filed with the Land Office and the Circuit Courts of Maryland. Maps are available at [www.plats.net](http://www.plats.net). Instructions are available in the "Beginner's Guide to plats.net." on the website. Please supply a copy of the plat map if transposing lines to a separate diagram.

4. If the proposed site passes the inspection and all the documentation is provided, the shooter will receive a Montgomery County Fireworks Permit. The fire inspector must document approval, date, sign and provide his/her Inspector # on the crowd control plan, the diagram of the site, and the public notification plan. The shooter, sponsor and fire inspector must have approved copies on their person.

5. One week prior to the event, the public is to be notified in accordance with the notification plan submitted above.

### **The Day of the Fireworks Display**

1. Have both approved Maryland State and Montgomery County Fireworks Permits on site.
2. The inspector will arrive at least one hour prior to the shoot time indicated on the permit. No shooting is permitted without an inspector on site.
3. The licensed shooter listed on the permit must have proper identification to present to the inspector.
4. There must be a fire extinguisher on site. (min 2A, 10BC)
5. Technicians must have communication capabilities.
6. The approved crowd control measures must be in place.
7. Displays must not extend past 11:00pm in accordance with Montgomery County noise control ordinances. (Sec 31B-10 (4))
8. By 0900hrs. the inspector will notify the Emergency Communications Center, Battalion Chiefs, Captains, Lieutenants, Fire Investigators, and Police Supervisor that the event is to take place via email. The email should be formatted as follows:

To groups: #FRS.PSCC Supervisors, #FRS.Battalion Chiefs, #FRS.Captains, #FRS.Lieutenants, #FRS.Fire Investigators

Subject line: Fireworks Display

Body of email: Date, Time and location of shoot, DFRS point of contact, and a note for the PSCC Supervisor to please communicate the information over to the police side.





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**After the Fireworks Display**

1. Ensure all fireworks were detonated or have been made safe.
2. Walk the area for unexploded shells.
3. The inspector will return the next morning for the sunrise site review to ensure all fireworks are detonated or safe. A firework company technician is expected to be on site to accompany the inspector.

**Fees for Inspection Services and Permit**

1. Two invoices will be generated totaling \$577.50. These invoices reflect the site and shooter application review and approval, supervising the event itself, the post site inspection, (both immediately after the event and the next day), the permit fee and a required automation fee of 10%.
2. Here is the breakdown of services and permit fee.
 

a) Site and shooter application review and approval, supervising the event itself, the post site inspection, (both immediately after the event and the next day).	\$455.00
b) The County Permit fee for a fireworks display.	\$70.00
<b>Total \$525.00</b>	
3. This total cost does not reflect or account for problems that arise that are not in compliance with the Fire Code. If these problems that arise result in additional fees to be charged, the inspector will disclose this to the shooter and sponsor in writing.





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**MONTGOMERY COUNTY FIREWORKS DISPLAY INFORMATION**

**Date of Firework Display:** \_\_\_\_\_ **Time of Firework Display:** \_\_\_\_\_

**Display Location:** \_\_\_\_\_  
(location name)

\_\_\_\_\_  
(street address)

**Date and Time Fireworks will enter Montgomery County:** \_\_\_\_\_

**Sponsor Information**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Cell Ph:** \_\_\_\_\_

**Firework Company (Shooter) Information**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

\_\_\_\_\_

**Lead Technician Name:** \_\_\_\_\_ **License #:** \_\_\_\_\_

**Technician Phone:** \_\_\_\_\_

**Additional Technicians:** \_\_\_\_\_

\_\_\_\_\_

**Means of Public Notification:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





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**Inventory List**

Qty.	Item	Fallout Distance (ft)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

