

PUBLIC SAFETY PLAN REVIEW APPLICATION
Carnivals, Circuses, Fairs, Festivals & Outdoor Assemblages
(Form BP-22)

LYONS ENFORCEMENT OFFICE
43 PHELPS STREET
LYONS, NY 14489
(315) 946-6252 ext 24

PART 1 – APPLICANT INFORMATION

Name of Organization or Individual: _____

Mailing Address: _____

Contact Person: _____

Contact Telephone Number: _____

PART 2 – TYPE OF SPECIAL EVENT

Name of Event: _____

Purpose of Event: _____

Date(s) of Event: _____ Rain Date(s): _____

Approximate Number of Attendees: _____
(anticipated attendance or based upon past attendance)

Is an admission fee charged? ☐ YES ☐ NO

PART 3 – DOCUMENTATION CHECKLIST

SUBMIT THIS APPLICATION WITH THE FOLLOWING ITEMS TO THE ABOVE ADDRESS:

- (_____) WRITTEN EMERGENCY PLAN, TWO (2) COPIES
- (_____) SITE LAYOUT DIAGRAM, TWO (2) COPIES
- (_____) APPLICATION FOR USE OF PUBLIC FACILITIES (for use of public parks, streets, playgrounds, pavilions, gazebo, etc.), IF APPLICABLE

A SEPARATE FIRE CODE OPERATING PERMIT IS REQUIRED FOR THE FOLLOWING ACTIVITIES CONDUCTED AT THE ABOVE NAMED EVENT:

() TENTS: Operation of any tent over 200 square feet in area, or a canopy in excess of 400 square feet in area (use Tent Permit Application).

() PYROTECHNIC SPECIAL EFFECTS MATERIAL: Use or handling of pyrotechnic special effects material on, within, or on the premises of any structure of Group "A" occupancy as defined by the Building Code of New York State.

PYROTECHNIC SPECIAL EFFECTS MATERIAL: A chemical mixture used in the entertainment industry to produce visual or audible effects by combustion, deflagration, or detonation.

NOTE: A Fireworks Display Permit is required for any public or private fireworks display.

() AMUSEMENT BUILDINGS: Operation of a Special Amusement Building. Example: "Haunted House" attractions.

SPECIAL AMUSEMENT BUILDING: A building that is temporary, permanent or mobile that contains a device or system that conveys passengers or provides a walkway along, around or over a course in any direction as a form of amusement arranged so that the egress path is not readily apparent due to visual or audio distractions or an intentionally confounded egress path, or is not readily available because of the mode of conveyance through the building or structure.

() OPEN BURNING: Kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground (use Open Burning Permit Application)

A Fire Code Operating Permit will not be issued until an inspection has been performed and establishes to the satisfaction of the Code Enforcement Office that the requirements of the Fire Code of New York State are satisfied. A previous fire safety inspection cannot suffice for an Operating Permit application inspection. If necessary, tests to verify compliance with the Fire Code must be performed at the Applicant's expense and the reports of such tests must be provided to the Code Enforcement Office. Tests and reports needed to verify compliance with the Fire Code may include:

- Verification of inspection and testing of fire protection systems and emergency equipment.
- Verification of inspection of storage cylinders, tanks, or containers.
- Completion of a Hazardous Materials Notification Form.
- Submittal of Material Safety Data Sheets.
- Affidavits that the regulated party is in conformance with other State Agencies (Environmental Conservation, Health, Labor, etc.).
- Verification of employee training / certification, where required.

PART 4 – OTHER EVENT INFORMATION

Will the event be held indoors? ☐ YES ☐ NO

Handicapped Accessibility: ☐ YES ☐ NO

Electric / Lighting: ☐ YES ☐ NO

If YES, how will electrical power be provided?

- ☐ Existing Building
- ☐ Extension cord
- ☐ Temporary pole
- ☐ Generator

Toilet Facilities: ☐ YES ☐ NO

If YES, how will toilet facilities be provided?

- ☐ Use of existing building
- ☐ Temporary toilets

Water / Hydrant Use: ☐ YES ☐ NO

Food Items for Sale and / or Distribution: ☐ YES ☐ NO

of stands: _____

Cooking Facilities: ☐ YES ☐ NO

If YES, type(s) of fuel to be used: _____

Non-Food Items for Sale / Distribution: ☐ YES ☐ NO

of stands: _____

Alcoholic Beverages Sold / Distributed: ☐ YES ☐ NO

Music: ☐ YES ☐ NO

Barricades and / or Street Closings: ☐ YES ☐ NO

Parade / March / Motorcade: ☐ YES ☐ NO

Road Race / Run / Walk: ☐ YES ☐ NO

Amusement Rides: ☐ YES ☐ NO

Live Performance(s): ☐ YES ☐ NO

Banners / Signage: ☐ YES ☐ NO

Describe: _____

Other Activities (i.e. boats, hot air balloon, car show, stunt performers, etc.):

Describe method of trash collection, temporary storage and disposal:

Special requests for equipment and / or personnel (i.e. police for traffic control, ambulance standby, street barricades, fire watch, etc.):

ALL CONDITIONS, SURROUNDINGS AND ARRANGEMENTS SHALL BE IN ACCORDANCE WITH THE FIRE CODE

I hereby accept full responsibility for adherence to all requirements of the Fire Code of New York State pertaining to the above application.

X _____

Signature of Person Completing this Application

_____/_____/_____
Date

OFFICE USE ONLY

Reviewed by:

☐ Code Enforcement Officer:

Initials

☐ Fire Chief:

Initials

☐ Law Enforcement:

Initials

☐ Highway / DPW Supt:

Initials

☐ Emergency Medical Services:

Initials