

Amusement Building Permit Application



Submit Plans to:

Madison Fire Department
314 W Dayton St.
Madison, WI 53703

Make checks payable to: City of Madison Treasurer.
Permit fee is \$125.00 and is non-refundable.

For questions, or to contact a fire inspector, call Madison Fire at (608) 266-4420 for assistance with completing this application.

**Complete sections A - E. It is mandatory that all applicable information be completed.
Inaccurate information may result in suspension or revocation of permit.**

SECTION A: Establishment Address

Street Address: _____

City, State, ZIP: _____

Municipality (Village/Town/City): _____

SECTION B: Applicant/Contact Information

Trade name (Doing Business As): _____

Local Contact Person: _____

Local Contact Phone: _____ Local Contact E-mail: _____

SECTION C: Permit Holder Information

Organization Legal Name/Sole Proprietor Name : _____

Mailing Address: _____

City, State, ZIP: _____

Organization Contact Person: _____

Organization Contact Phone: _____ Organization Contact E-mail: _____

SECTION D: General Information

WI Seller's Permit Number*: _____ Estimated Opening Date: _____

**Written proof of current seller's permit must accompany application at time of submission*

SECTION E: Attestation and Signature

By signing this application you acknowledge and agree to comply with Madison General Ordinance 34, Wisconsin Administrative Codes and the International Fire Code.

The statements made in this application are true to the best of my knowledge.

Signature _____ Date _____

- Please remit permit fee (s) of \$125.00, payable to the City of Madison.
- All permit applications shall be submitted **thirty (30) days** prior to commencing the prescribed activities.
- A permit is not transferable, and any changes in equipment, ownership, use or occupancy of premises shall require a new permit.
- An inspection may be required before the issuance of a permit.
- Permits shall be valid for no more than 1 year. The term of each annual permit shall be from July 1 to June 30 of the next succeeding year.
- Permits at all times shall be prominently displayed on the premises.

Site Specific Information

Location: _____

Dates of Operation From _____ to _____

Responsible Party: _____

Phone Number: _____

Cell Phone No.: _____

Description of Building: _____

(Ex: *Haunted house*) _____

Plan Submittal

1. Submit for review three sets of construction documents meeting the requirements in Section 106 of the IFC. *One set of approved construction documents will be kept on site during the construction and operation of the special amusement building.*
2. Submit for review three sets of the evacuation plans, which meet the requirements of Section 404 of the IFC.
3. Provide proof of Insurance.
4. Written Permission of Property Owner.

General Requirements:

Vehicles shall not be placed within 20 feet of the structure.

All decorations, wall coverings, etc., shall be fire-retardant and meet the approval of the authority having jurisdiction.

“No Smoking” signs shall be displayed.

Fire extinguishers shall be provided and comply with NFPA 10.

No open flames or sources of ignition shall be present.

No flammable liquids shall be allowed within 50 feet of the structure.

No LPG tanks or cylinders shall be allowed in or within 25 feet of the structure.

Housekeeping shall be maintained at all times with no straw, hay, etc., allowed in the structure.

Structure shall have setback of 20 feet from property line and any other structure.

Structure shall meet load requirements for wind, floor, and roof.

Two exits meeting the requirements of a standard exit door shall be provided. All exits shall be a minimum of 36 inches wide.

All exits shall be illuminated to a minimum of 2.5-foot candles unless attendants are present.

An approved automatic smoke detection system shall be provided.

An approved automatic sprinkler system shall be provided, unless the total floor area of a temporary special amusement building is less than 1,000 square feet and the travel distance from any point to an exit is less than 50 feet.

An emergency voice/alarm communications system shall be provided, and shall be audible through out the entire special amusement building.

Sufficient attendants shall be present on-site to conduct emergency operations in case of fire or medical emergency.

Life-safety hazards such as, but not limited to, the generation of artificial fog are subject to the approval of the Madison Fire Department.

Surfaces for walking shall be well drained and kept free of debris, obstruction, projections, tripping hazards, and other such hazards.