

**PYROTECHNICS / FIREWORKS DISPLAY**  
**APPLICATION, INSTRUCTIONS & PROCEDURES**

**BUILDING DEPARTMENT**  
**VILLAGE OF RYE BROOK**  
938 KING STREET, RYE BROOK, NY 10573  
(914) 939-0668  
[www.ryebrookny.gov](http://www.ryebrookny.gov)

**Applicants seeking a permit for a Pyrotechnics/Fireworks Display must first receive approval from the Village Board of Trustees in accordance with Village Code §127.**

**DO NOT EMPLOY THE USE OF PYROTECHNICS UNTIL A PERMIT HAS BEEN ISSUED BY THE BUILDING INSPECTOR**

**APPLICANT'S INITIAL SUBMISSION TO THE BUILDING DEPARTMENT MUST INCLUDE:**

1. A properly completed application with attachments & notarized signatures as indicated.
2. Application filing fee: **\$500.00** (Application fees are non-refundable)
3. A site plan of the entire property including all structures on the property, and all adjacent structures.
4. Three sets of the proposed pyrotechnics plan, including details showing the exact location(s) of the display(s), and all information needed to show full compliance with §127 of Village Code, and with NY Penal Law §405.00.
5. An electronic copy (disc) of all materials submitted.

Once permission is granted by the Board of Trustees (BOT), the applicant must allow a minimum of two (2) weeks for the issuance of the Pyrotechnics Permit from the Building Department. Prior to the issuance of any Pyrotechnics/Fireworks permit; the applicant must schedule a preliminary site visit with the Building Department. The Building Inspector shall be accompanied by representatives of the Fire Department, the property owner, the applicant, and the person in responsible charge of the actual on-site pyrotechnics/fireworks display. Please note that the Building Inspector retains final approval authority over the issuance of the Pyrotechnics/Fireworks permit regardless of BOT or any other approvals. Further note that Pyrotechnics/Fireworks permits are not transferable, and that the permit shall expire upon completion of the permitted event.

**PRIOR TO ISSUANCE OF THE PERMIT, THE APPLICANT MUST SUBMIT THE FOLLOWING:**

1. Permit Fee: **\$20.00 / \$1,000.00 of Cost of Display.**
2. A copy of the BOT Approval Resolution.
3. Copies of all required insurance certificates naming the Village of Rye Brook as additionally insured.
4. Any additional information as required by the Building Inspector.

**Please retain this instruction sheet for future reference.**

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**FOR OFFICE USE ONLY:**

**Approval Date:** \_\_\_\_\_ **Exp. Date:** \_\_\_\_\_ **Permit #** \_\_\_\_\_

**Approval Signature:** \_\_\_\_\_

**Disapproved:** \_\_\_\_\_

**BOT Approval Date:** (attach BOT Resolution hereto) \_\_\_\_\_ **Case#:** \_\_\_\_\_

**Application Fee:** \_\_\_\_\_ **paid ( ) due ( )** **Permit Fee:** \_\_\_\_\_ **paid ( ) due ( )**

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**APPLICATION FOR PERMIT FOR PYROTECHNICS / FIREWORKS DISPLAY**

Application dated: \_\_\_\_\_ is hereby made to the Building Inspector of the Village of Rye Brook for the issuance of a Permit to conduct a Pyrotechnics / Fireworks display in accordance with §127 of the Code of the Village of Rye Brook, §405.00 of the NY Penal Law, NFPA 1123, NFPA 1126 and all other Federal, State, County or Local Law as per detailed statement described below.

**FIREWORKS, PYROTECHNICS AND RELATED MATERIALS SHALL NOT BE STORED OVERNIGHT WITHIN THE MUNICIPAL BOUNDARIES OF THE VILLAGE OF RYE BROOK WITHOUT WRITTEN AUTHORIZATION FROM THE BUILDING INSPECTOR.**

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1. **Site Address:** \_\_\_\_\_ **SBL:** \_\_\_\_\_ **Zone:** \_\_\_\_\_

2. **Date & Time of Event/Display:** \_\_\_\_\_

3. **Exact Display Location:** \_\_\_\_\_

4. **Display Descriptions & Sizes:** (provide additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_

5. **Applicant Address & Contact Info.:** \_\_\_\_\_

\_\_\_\_\_

6. **Property Owner, Address & Contact Info.:** \_\_\_\_\_

\_\_\_\_\_

7. **Pyrotechnics Company; name, address, contact individual, e-mail & phone:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. **Qualified On-Site Pyrotechnics Operators name, certificate number, date of birth, & field contact information:**  
(attach copy of each certificate to the last page of this application)

**Operator #1:** \_\_\_\_\_

\_\_\_\_\_

**Operator #2:** \_\_\_\_\_

\_\_\_\_\_

**List names & contact information for any other on-site company employees:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. **Total cost of the display:** \$ \_\_\_\_\_ (The cost shall include all site improvements, labor, material, scaffolding, fixed equipment, professional fees, and material and labor which may be donated gratis. Provide invoices upon demand.)

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STATE OF NEW YORK, COUNTY OF WESTCHESTER ) as:

\_\_\_\_\_, being duly sworn, deposes and states that he/she is the applicant above named,  
(print name of individual signing as the applicant)

and further states that (s)he is the legal owner of the property to which this application pertains, or that (s)he is the  
\_\_\_\_\_ for the legal owner and is duly authorized to make and file this application.  
(indicate architect, contractor, agent, attorney, etc.)

That all statements contained herein are true to the best of his/her knowledge and belief, and that any work performed, or use conducted at the above captioned property will be in conformance with the details as set forth and contained in this application and in any accompanying approved plans and specifications, as well as in accordance with the New York State Uniform Fire Prevention & Building Code, the Code of the Village of Rye Brook and all other applicable laws, ordinances and regulations.

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print Name of Property Owner

\_\_\_\_\_  
Print Name of Applicant

**This application must be properly completed in its entirety and must include the notarized signature(s) of the legal owner(s) of the subject property, and the applicant of record in the spaces provided. Any application not properly completed in its entirety and/or not properly signed shall be deemed null and void, and will be returned to the applicant. Please note that application fees are non-refundable.**