



FIRE DISTRICT OPERATIONAL PERMIT

OFFICE OF THE FIRE MARSHAL



FIRE DISTRICT OPERATIONAL PERMIT FOR LIQUOR, BEER, AND WINE LICENSE APPLICANTS

The Middleton Rural Fire District and Star Fire Protection District conduct annual Fire and Life Safety inspections for all Liquor, Beer, and Wine License applicants within the city limits of Eagle, Star, and Middleton. Passing this inspection is mandatory for obtaining or renewing your license.

To help prepare, please self-inspect your premises and address any issues before your scheduled inspection. Below is a checklist of common violations—this is not exhaustive, but it covers the most required areas for a successful inspection.

Self-Inspection Checklist

- **Fire Extinguishing Systems:** Serviced within the last 6 months with a visible service tag.
- **Commercial Cooking Systems:** Proof of professional cleaning within the last 6 months (more frequently if needed).
- **Fire Extinguishers:** Serviced within the last 12 months, easily accessible, mounted 3' to 5' above the floor, and free from obstructions.
- **Building Address & Exits:** Correct address posted on the front; exit pathways clear; exit doors open outward to a well-lit area.
- **Exit Signs & Emergency Lighting:** Must be illuminated, operational, and backed up by a power source.
- **Electrical Safety:** No extension cords; surge protectors allowed but not in series. Electrical panels must be clearly labeled, and nothing stored within 36" of the panel.
- **Gas Cylinders:** Properly secured to prevent tipping.
- **Fire Protection Systems:** Proof of annual inspection for sprinklers and alarms.
- **Knox Box Access:** Ensure the Knox Box has been upgraded to the eCore system, with updated building keys inside.

Fees

- **Permit and Initial Inspection:** \$75.00
- **1st Re-inspection:** \$100.00 per hour (1-hour minimum)
- **2nd Re-inspection:** \$125.00 per hour (1-hour minimum)
- **3rd Re-inspection and beyond:** \$150.00 per hour (1-hour minimum)

Next Steps

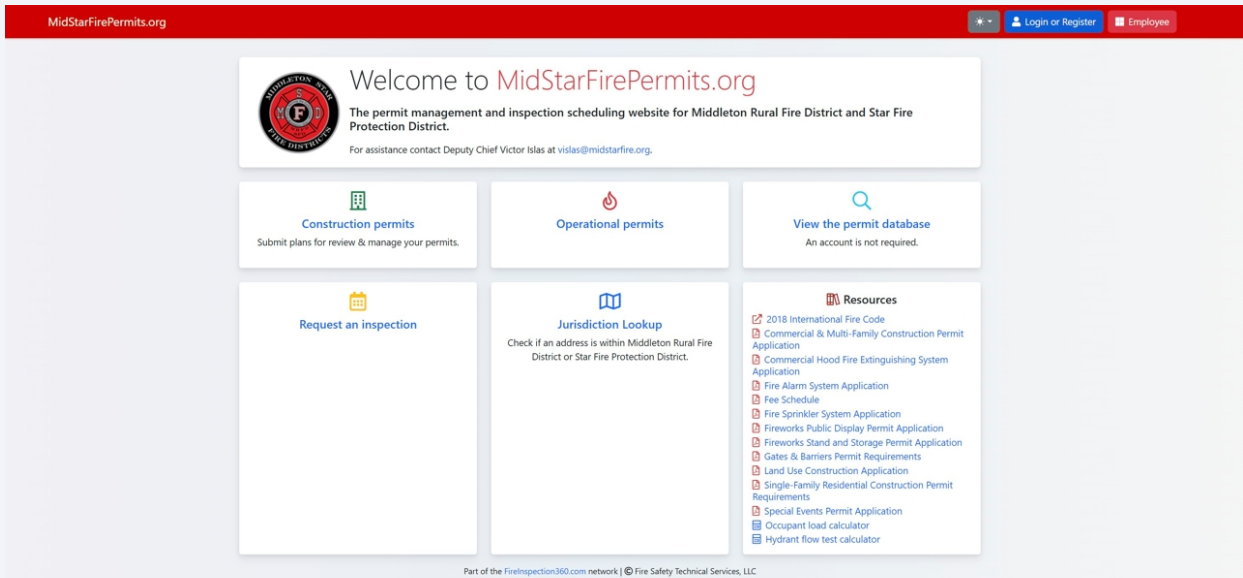
Once you've completed your self-inspection and addressed any issues, visit www.midstarfirepermits.org to apply for a new operational permit.

Important: Our office is open **Monday – Friday, 8:00 AM to 5:00 PM**. Please submit your application on time to avoid delays or potential license suspension if a re-inspection is required.

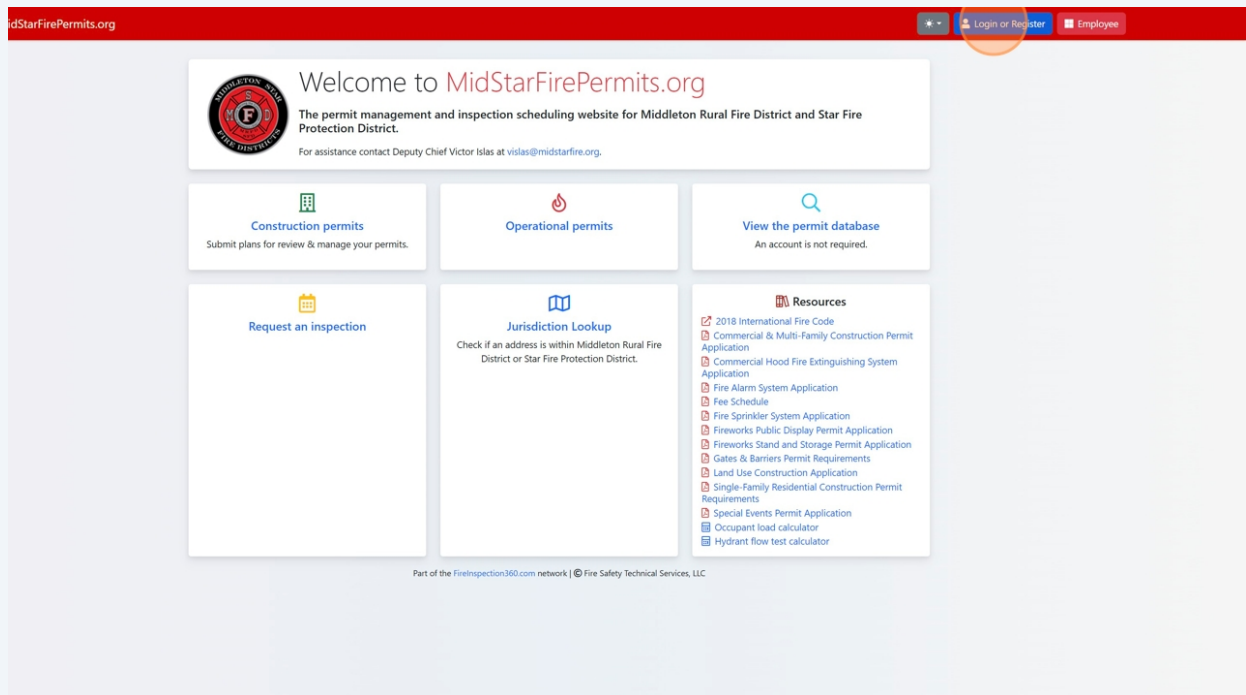
OPERATIONAL PERMIT FOR LIQUOR, BEER, AND WINE LICENSE APPLICANTS

1

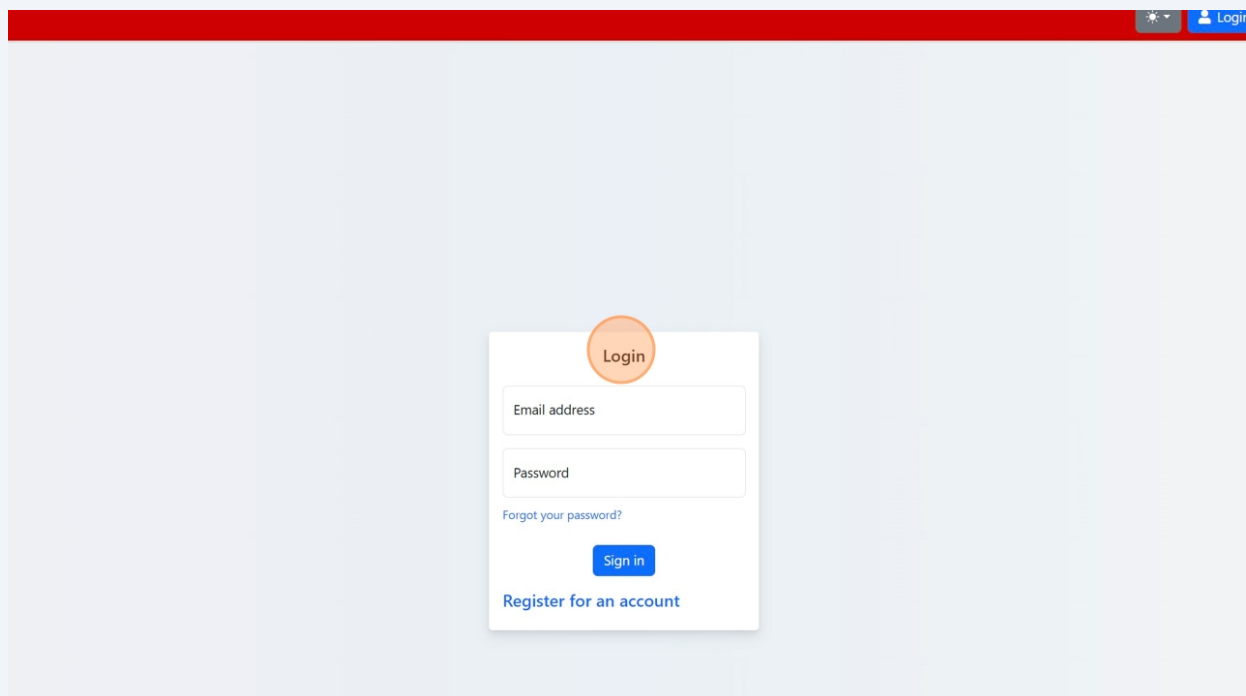
Navigate to <https://www.midstarfirepermits.org/>



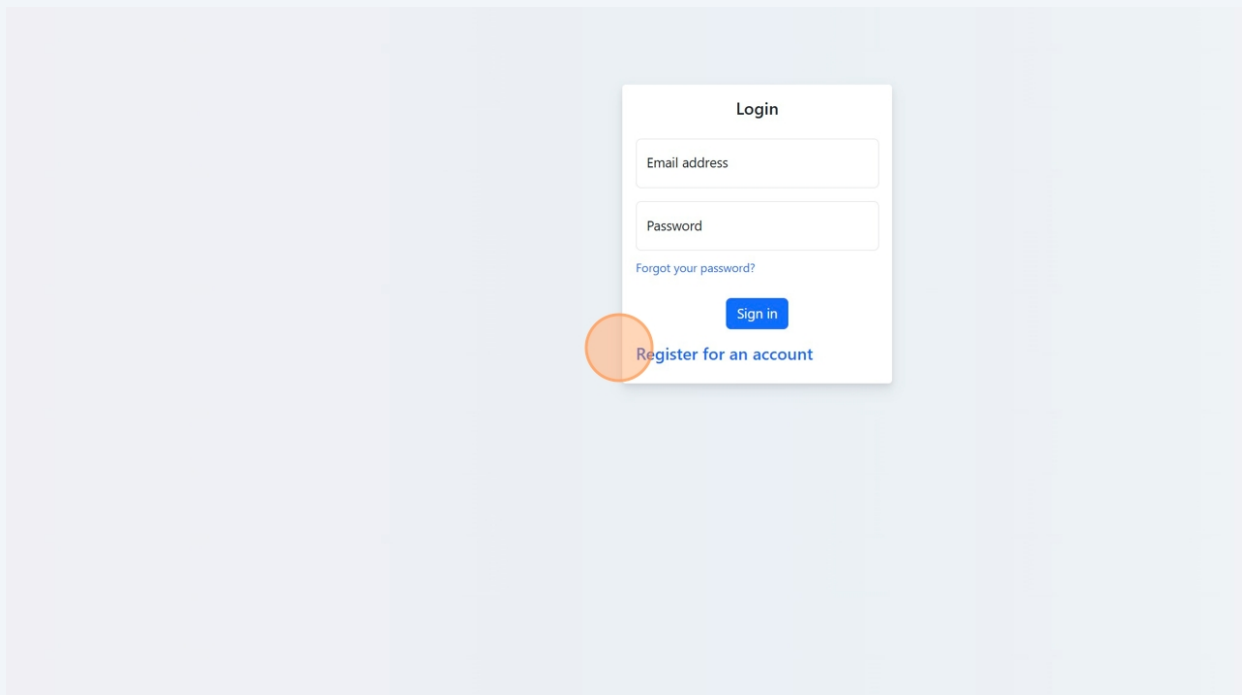
2 Click "Login or Register"



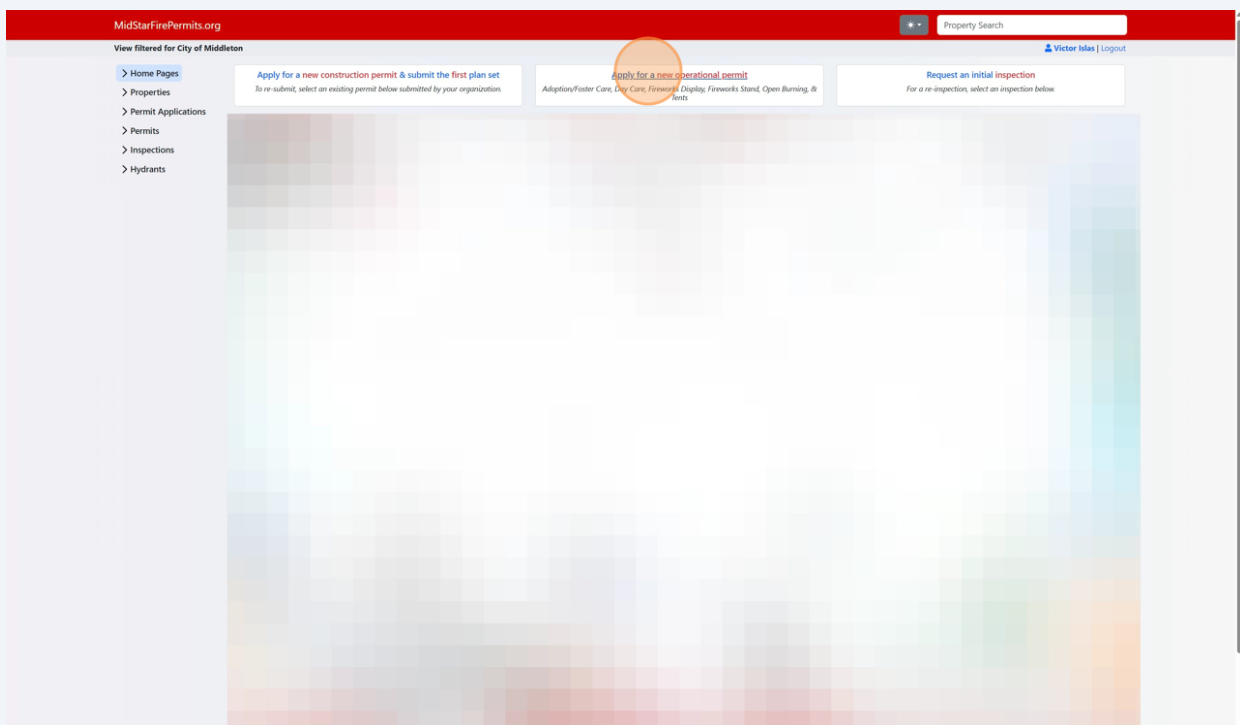
3 Registered Accounts: Utilize your email and password to login.



4 First Time Users: Click register for an account.



5 Click "Apply for a new operational permit"



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Select the "Operational - Beer/Wine/Liquor Licensure" option.

The screenshot shows the 'Operational Permit Application' form. At the top, there is a red header bar with a 'Property Search' input field and a user profile icon labeled 'Victor Islas'. Below the header, a breadcrumb trail reads 'Home > Operational Permit Application'. The main title 'Operational Permit Application' is centered. The 'Permit Type' dropdown menu is highlighted with an orange circle and contains the text 'Operational - Beer/Wine/Liquor Licensure'. Below this, the 'Permit Location' section includes a 'Property Name' field with a placeholder 'If no business name, enter Vacant Lot, Residential Lot, etc.', and two side-by-side fields for 'Street Number' and 'Street Name'. The 'Additional Email Addresses' section contains a text area with the text 'islasv208@gmail.com will receive all emails. Enter additional addresses one per line. These email addresses will receive all email related to this permit.' and three example email addresses: 'example1@email.com', 'example2@email.com', and 'example3@email.com'.

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Complete Permit Location Section

This screenshot is identical to the one above, showing the 'Operational Permit Application' form. However, the 'Permit Location' section is now highlighted with an orange circle. This section includes the 'Property Name' field, the 'Street Number' and 'Street Name' fields, and the 'Additional Email Addresses' text area with its placeholder text and example email addresses.

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In the note section add dates and times you are available for the inspection

Street Number * Street Name *

Additional Email Addresses

islasv208@gmail.com will receive all emails. Enter additional addresses one per line.
These email addresses will receive all email related to this permit.

example1@email.com
example2@email.com
example3@email.com

Note

Optional note for the Fire Inspector

Next Step: Upload Files

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Click "Next Step: Upload Files"

Additional Email Addresses

islasv208@gmail.com will receive all emails. Enter additional addresses one per line.
These email addresses will receive all email related to this permit.

example1@email.com
example2@email.com
example3@email.com

Note

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10 Upload a copy of the current Floor Plan in PDF format.

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Home > Application Step 1 > Upload Files

Operational Permit Application

Ensure the required documentation is submitted:

- Floor plan

Upload Files

No files.

Only PDF files are accepted.

Upload Files

Submit Application

Please upload at least one file.

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Once the application has been reviewed our system will send out notifications for fees due and application status updates.