



Roanoke Fire-EMS  
 Fire Marshal Office  
 713 Third Street Sw  
 Roanoke, VA 24016  
 540-853-2795

[www.roanokeva.gov/firemarshal](http://www.roanokeva.gov/firemarshal)  
 fire.marshall@roanokeva.gov

**Permit Application # 2009.3 Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings**

To be completed by the Permit Applicant

Business Information				
Date(s) for event:				
Business Name:				
Address:	Street	City	State	Zip
Contact Name:				
Phone:	( )	Alternate Phone/cell	( )	
E-mail Address:				
Name of Venue:				
Address:	Street			
Contact Name:				
Phone:	( )	Alternate Phone/cell	( )	
E-mail Address:				
City of Roanoke Business License #:				
Comments:				
<p>I hereby certify that I have read and examined this application and that all of the information contained therein is true and correct. Furthermore, I certify that the proposed operations will fully comply with the requirements contained in The Virginia Statewide Fire Prevention Code and any other related laws and /or Codes. I agree to indemnify, save harmless, and defend the City of Roanoke, its agents and employees, from all claims, damages, costs, expenses, and charges, including attorney's fees, which arise out of or by reason of these operations.</p>				
Signature:		Date:		
<b>Please include a check payable to the City of Roanoke.</b>				
Approved By:			Date:	
Denied: _____	Reason for Denial:			
Comments:				
Permit Number:	Permit Fee:		Check Number:	
Payment	Date Received:	Receipt Number		

2009.3 Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings

CODE SECTION (2009 Virginia Statewide Fire Prevention Code): 314.4

SCOPE: An operational permit is required to display, operate or demonstrate liquid-fueled or gas-fueled vehicles or equipment in public assembly buildings.

FEE: \$25.00 (Check payable to the City of Roanoke)

PERMIT DURATION: Per Event.



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**REQUIREMENTS:** Permit holder agrees to abide by the Virginia Statewide Fire Prevention Code and any special stipulations noted on permit, as well as the following:

1. Liquid- or gas-fueled vehicles, boats or other motor craft shall not be located indoors except as follows:
  - a) Batteries are disconnected (negative ground terminals).
  - b) Fuel in vehicles fuel tanks not to exceed one-quarter (1/4) tank or 5 gallons (19L) whichever is the least); motorcycles shall have no more than 2.5 gallons of fuel.
  - c) Fuel tanks and fill openings are closed and sealed to prevent tampering.
  - d) Vehicles, boats or other motor craft equipment shall not be fueled or de-fueled within the building.
  - e) Fueled equipment, including but not limited to motorcycles, mopeds, lawn-care equipment and portable cooking equipment shall not be stored, operated or repaired within a building.
2. All fuel-powered vehicles not on display shall be removed from the interior of assembly building while facility is occupied by the general public.
3. Vehicle power supplies shall not be re-connected except to remove from facility.
4. No vehicles or equipment shall block fire lanes or fire protection equipment.
5. All egress and exit doors and pathways shall not be obstructed at any time.
6. All keys to vehicles shall be stored on site for accessibility at all times.
7. Protective flame retardant or non flammable materials or containers shall be placed beneath vehicles to catch any leaking fluids: (vehicles leaking flammable liquids or gases shall be removed immediately).
8. All fuel spills shall be cleaned up immediately.
9. Compressed natural gas (CNG) or liquefied petroleum (LP) gas powered vehicles shall have quarter-turn valve or other shut valve on the outlet of CNG or LP-gas container shall be closed (remain closed while indoors) and the engine shall be operated until it stops.
10. The hot lead (positive terminal) of CNG or LP-gas vehicles shall be disconnected.
11. All vehicles shall be inspected for fuel levels by the Fire Marshal's office prior to entering the facility.
12. A copy of the event floor plan showing set up, aisle widths and exits must be submitted for approval with application.

**OTHER REQUIRED PERMITS:** (The list of permits below maybe required as well as other not listed)

- Place of Assembly
- Tent
- Exhibits and Trade Show