



**Roanoke Fire-EMS**

Fire Marshal's Office  
 713 Third Street SW  
 Roanoke, VA 24016  
 (540) 853-2795

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

**Fire Prevention Code Permit Application**

2015 FFCL: Flammable and Combustible Liquids

Applicant Information				
Business Name:				
Physical Address:	Street	City	State	Zip
Mailing Address:	Street	City	State	Zip
Contact Name:				
E-mail Address:				
Primary Phone:		Alternate Phone:		
Location of Permitted Activity				
Business Name:				
Physical Address:	Street	City	State	Zip
Permit Billing Information				
Business Name: <small>(including d/b/a or t/a names)</small>				
Billing Address:	Street	City	State	Zip
Billing Contact:		Phone:		
E-mail Address:				
City of Roanoke Business License #:		Federal Tax ID:		

FIRE MARSHAL'S OFFICE USE ONLY		
Reviewed By:		Date:
Comments/Special Conditions:		
Permit Number:	Permit Fee:	

**Application Checklist**

**Review of this permit application requires all of the following to be included:**

- Completed Fire Prevention Code Permit Application
- Site Plan/Floor Plan Showing:
  1. Location of Flammable and Combustible Liquids
  2. Type of Fire Protection System
  3. Location of ALL Fire Extinguishers
  4. Location of ALL Exits or Openings
- List of Maximum expected quantities of each Flammable and Combustible Liquids
- SDS for Flammable and Combustible Liquids
- Safety Plan
- Contingency Spill/Leak Plan

**Circumstances of Application/Description of Work**

**Permit General Conditions and Acknowledgements**

The Applicant is required to review the following provisions of the Statewide Fire Prevention Code and its referenced standards. After reviewing each provision, the Applicant must initial each item to acknowledge their review and agreement to comply with the requirement. If the requirement is not applicable to the application, the Applicant is to write N/A in place of their initials.

- The fire code official is authorized to require warning signs for the purpose of identifying the hazards of storing or using flammable liquids. Signage for identification and warning such as for the inherent hazard of flammable liquids or smoking shall be provided.
- Guard posts or other approved means shall be provided to protect piping, valves, or fittings subject to vehicular damage.
- Signs shall be posted in storage areas PROHIBITING open flames and smoking.
- Smoking by tank vehicle drivers, helpers or other personnel is PROHIBITED while they are driving, making deliveries, filling or making repairs to tank vehicles
- Individual containers, packages and cartons shall be identified, marked, labeled and placarded in accordance with federal regulations and applicable state laws.
- Storage of flammable and combustible liquids shall be separated from incompatible materials. Grass, weeds, combustible materials and waste Class I, II or IIIA liquids shall not be accumulated in an unsafe manner at the storage site.
- An external bond-wire connection or bond-wire integral with a hose shall be provided for the transferring of flammable liquids through open connections into underground tanks.
- Leaks will be reported immediately to the Fire Department by calling 911
- Additional permits might be required based upon details of operations and other materials.

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**Permit Certification**

By my signature below, 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.

I acknowledge that if a permit is issued based on this application, it shall only be valid with in the building, facility, and/or location listed on this application for the specific date(s) and time(s) for which it is issued.

I acknowledge that approval of this application does not constitute permit issuance. Permit issuance does not occur until the completion of an on-site inspection by the Roanoke Fire Marshal's Office.

I acknowledge and understand that any violations of the Virginia Statewide Fire Prevention Code and/or the requirements of this permit may result in immediate permit suspension or revocation.

I agree to indemnify, save harmless, and defend the City of Roanoke, Virginia and its agents and employees from all claims, damages, costs, expenses, and charges, including attorney's fees, which arise out of or by reason of the activities associated with this permit.

<b>Name:</b>			
<b>Signature:</b>		<b>Date:</b>	

## Fire Prevention Code Permit Application Instructions and Conditions 2015 FFCL: Flammable and Combustible Liquids

<b>Permit Name:</b>	2015 FFCL: Flammable and Combustible Liquids
<b>Statewide Fire Prevention Code Section:</b>	5701.4
<b>Scope:</b>	<p>An operational permit is required to store, handle or use Class I liquids in excess of 5 gallons (19L) in a building or in excess of 10 gallons (37.9 L) outside of a building or to store, handle, or use Class II or Class IIIA liquids in excess of 25 gallons (95L) outside a building, except for fuel oil used in connection with oil burning.</p> <p><u>Combustible Liquids:</u> A liquid having a closed cup flash point at or above 100° F (38° C). Combustible liquids shall be subdivided:</p> <p>Class II- Liquids having a closed cup flash point at or above 100° F (38°C) and below 140° F (60°C). Class IIIA- Liquids having a closed cup flash point at or above 140° F (60°C) and below 200°F (93°C) Class IIIB- Liquids having a closed cup flash point at or above 200°F (93°C)</p> <p><u>Flammable Liquid:</u> A liquid having a closed cup flash point below 100° F (38° C). Flammable liquids are further categorized into a group known as Class I liquids. The Class I category is subdivided as follows:</p> <p>Class IA- Liquids having a flash point below 73°F (23°C) and having a boiling point below 100° F (38° C). Class IB- Liquids having a flash point below 73°F (23°C) and having a boiling point below 100° F (38° C). Class IC- Liquids having a flash point at or above 73°F (23°C) and below 100° F (38° C).</p>
<b>Fee:</b>	\$50.00
<b>Duration:</b>	Annual

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<b>Application Requirements:</b>	<p>There are specific and specialized requirements described within this application. Please review the application for all requirements.</p> <p>After issuance of your initial permit(s), your permit(s) will be valid for one (1) year. Approximately 30 days prior to the expiration of your permit, a renewal notice will be mailed to you with instructions for the annual permit renewal.</p>
<b>Operational Requirements:</b>	<p>Permit holder agrees to abide by the Virginia Statewide Fire Prevention Code and any special stipulations noted on permit. Please review the application for all operational requirements.</p>
<b>Submittal Instructions:</b>	<p>Submittal must include a completed application and all attachments listed on page 2 of this application. This application will not be reviewed without all required attachments.</p>