



Roanoke Fire-EMS

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

www.roanokeva.gov/firemarshal

Fire Prevention Code Permit Application

2015 FHOT: Hot Work (Using Arc, Spark, or Flame Producing Devices)

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

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Application Checklist

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

- A current certificate of insurance shall be on file in the Fire Marshal's office. (Insurance to cover activity. City Fire Marshal's office as certificate holder.)

- Submit written safety procedures for listed operation to the Fire Marshal's office and have a copy available for review at job site.

- Only qualified operators, using approved equipment shall perform listed operations.

- Combustibles within six (6) inches of operation shall be protected by an approved method.

- Fire watch shall be provided during hot work activities and shall continue for not less than 30 minutes after the conclusion of the work.

- At least (1) 2A-20B: C fire extinguisher shall be within 30 feet of hot work operator (3A-40B: C for torch applied roof system). Where combustibles are within 30 feet; a water hose connected to a water supply, if available within 100 feet, and flow-control nozzle within five (5) feet of operator (two 2 ½ gallon pressurized water extinguishers may be substituted with prior approval).

- Post "CAUTION: Hot Work in Progress; Stay Clear" or similar sign at entrance to area when doing hot work in areas assessable to others

- A copy of the permit shall be on the job site for review.

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.

- Hot works shall not be conducted in the following areas unless approval has been obtained from the Fire Code Official (via this permit):
 1. Areas where sprinkler system is impaired.
 2. Areas where there exists the potential of an explosive atmosphere, such as locations where flammable gases, liquids or vapors are present.
 3. Areas with readily ignitable materials, such as storage of large quantities of bulk sulfur, baled paper, cotton, lint, dust or loose combustible materials.
 4. At other locations as specified by the Fire Code Official.

- Hot work areas shall not contain combustibles or shall be provided with appropriate shielding to prevent sparks, slag or heat from igniting exposed combustibles.

- Openings or cracks in walls, floors, ducts or shafts within the hot work area shall be tightly covered to prevent the passage of sparks to adjacent combustible areas, or shielded by metal fire-resistant guards, or curtains shall be provided to prevent passage of sparks or slag.

- Floors shall be kept clean within the hot work area.

- Partitions segregating hot work areas from other areas of the building shall not be noncombustible.

- Fixed hot work areas shall have floors with noncombustible surfaces.

- Hot work shall not be performed on containers or equipment that contain or have contained flammable liquids, gases or solids until the containers and equipment have been thoroughly cleaned, inverted or purged; except that “hot tapping” shall be allowed on tanks and pipe lines where such work is to be conducted by Approved personnel.

- Automatic sprinkler protection shall not be shut off while hot work is performed. Where hot work is performed close to automatic sprinklers, noncombustible barriers or damp cloth guards shall shield the individual sprinkler heads and shall be removed when the work is completed. If the work extends over several days, the shields shall be removed at the end of each work day. The Fire Code Official shall approve hot work where sprinkler protection is impaired.

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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.

Name:			
Signature:		Date:	

Fire Prevention Code Permit Application Instructions and Conditions
2015 FHOT: Hot Work (Using Arc, Spark, or Flame Producing Devices)

Permit Name:	2015 FHOT: Hot Work (Using Arc, Spark, or Flame Producing Devices)
Statewide Fire Prevention Code Section:	3501.2
Scope:	A permit is required for operations including cutting, welding, brazing, soldering grinding, thermal spraying, installations of torch-applied roof systems or other similar activities involving exposed arc, sparks or flame.
Fee:	\$50.00
Duration:	Annual
Application Requirements:	<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>
Operational Requirements:	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.
Submittal Instructions:	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.