



**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**

2018 FORG: Organic Coatings

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 Liquid
  2. Fire Protection System
  3. Location of ALL Fire Extinguishers
  4. Location of ALL Exits or Openings
- SDS for Organic Coatings
- Description of the organic coating process
- Contingency Spill/Leak Plan
- Safety Plan
- Emergency Contacts

**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.

- Manufacturing of organic coatings shall be done only in buildings that do not have pits or basements.
- Not less than one portable fire extinguisher complying with Section 906 for extra hazard shall be provided in organic coating areas.
- Organic coating manufacturing operations shall be accessible from not less than one side for the purpose of fire control. Approved aisles shall be maintained for the unobstructed movement of personnel and fire suppression equipment.
- Open flames and direct-fired heating devices shall be PROHIBITED in areas where flammable vapor-air mixtures exist. Smoking shall be PROHIBITED and signs shall be posted.
- Fire protection systems shall be maintained, periodically inspected and tested.
- Drainage facilities shall be maintained to direct flammable and combustible liquid leakage and fire protection water to an approved location away from the building, any other structure, any storage area or adjoining premises.
- Equipment including, but not limited to tanks, machinery and piping shall be bonded and connected to a ground where an ignitable mixture is capable of being present
- Before being placed in service, all piping shall be free of leaks when tested for not less than 30 minutes at not less than 1.5 times the working pressure or a minimum of 5 pounds per square inch gauge (psig) (35kPA) at the highest point in the system.
- Tank storage for flammable and combustible liquids located inside of structures shall be limited to storage areas at or above grade that are separated from the processing area in accordance with the applicable building code. Processing equipment containing flammable and combustible liquids and storage in quantities essential to the continuity of the operations shall not be prohibited in the processing area.
- Finished products that are flammable or combustible liquids shall be stored outside of structures, in a separate structure, or in a room separated from the processing area where such storage is permitted.

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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 2018 FORG: Organic Coatings

<b>Permit Name:</b>	2018 FORG: Organic Coatings
<b>Statewide Fire Prevention Code Section:</b>	2901.2
<b>Scope:</b>	An operational permit is required for any organic-coating manufacturing operation producing more than 1 gallon (4 L) of an organic in one day.
<b>Fee:</b>	\$50.00
<b>Duration:</b>	Annual
<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.</p>
<b>Operational Requirements:</b>	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.
<b>Submittal Instructions:</b>	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.