



**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 FWST: Waste Material Handling Facilities (Junk Yards)

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 Structures
  2. Location of Lot lines
  3. Locations of Fences and other Barriers
  4. Topography
  5. Accumulation Areas: Describe type of material, such as if combustible loose fibers vs. equipment with mixture of mostly metal with some combustible components.
  6. Fire vehicle access routes
  7. Location of Fire Hydrants
  8. Location of waterways
  9. Location of Drainage
  10. Location of ALL Fire Extinguishers
  11. Location of ALL Exits and Openings
  12. Information relevant to risk management of fire or environmental emergencies
  
- Emergency Contacts Information
  
- Safety 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.

- Site operator shall submit emergency contingency plan, including descriptions of resources available on site and those which can arrive within an hour; plus names and phone numbers for after-hours emergency response.
- Combustible waste material shall be properly contained when beyond areas approved for extensive accumulated storage.
- Control weeds, grass, vines or other growth to minimize fire risk within 15 feet from combustible storage or combustible structures.
- Outside storage of combustible materials shall not exceed 10 feet above nor below nearby surrounding area's average grade level.
- Surface area of each accumulation of combustible materials shall not exceed 300 feet in length or width.
- An approved fire vehicle access route shall be within 150 feet of all areas of combustible accumulations, plus between such accumulations and lot line.
- A fire hydrant, capable of 1,000 gallons per minute flow, shall be along fire vehicle access route within 400 feet of any area of combustible accumulation over 100,000 cubic feet. At least 700 feet of approved 2.5" diameter firefighter hose to be available for each hydrant.

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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 FWST: Waste Material Handling Facilities (Junk Yards)

<b>Permit Name:</b>	2018 FWST: Waste Material Handling Facilities (Junk Yards)
<b>Statewide Fire Prevention Code Section:</b>	107.2
<b>Scope:</b>	An operational permit is required for the operation of wrecking yards, junk yards and waste-handling facilities.
<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.