



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

www.roanokeva.gov/firemarshal
 fire.marshall@roanokeva.gov

Permit Application # 2012. Flammable and Combustible Liquids

To be completed by the Permit Applicant

Business Information				
Date:				
Business Name:				
Address:	Street	City	State	Zip
Site Address:				
Contact Name:				
Phone:	()	Alternate Phone/cell	()	
E-mail Address:				
City of Roanoke Business License #:				
Comments:				
Billing Information				
**** Effect 8/1/2013 all permits will be billed by the City of Roanoke. Checks will not be accepted by Inspectors****				
Name of Business including any DBA,T/A				
Contact Name for payment:		Phone:		
Email:				
City of Roanoke Business License #:		Federal Tax ID #		

2012.2: Flammable and Combustible Liquids

CODE SECTION: (2012 Virginia Statewide Fire Prevention Code): 5701.4

SCOPE: Permit required to store, handle or use over 5 gallons of Flammable (Class I) liquid or 25 gallons of Combustible (Class II or IIIA) inside a building or over 10 gallons of Flammable or 60 gallons of Combustible liquids outside of a building.

EXCEPTIONS:Fuel in tanks connected to and used by a vehicle or oil-burning equipment. (See Guidelines # 18A or #18B for removal or closure of underground/above ground tank.)

FEE: \$35.00 Annual (Billed by the City of Roanoke)

PERMIT Duration: Annual

Application period: After issuance of your initial permit(s), your permit(s) will be valid for one year. Approximately 30-60 days prior to the expiration of your permit, a renewal notice will be mailed to you with instructions for the annual permit renewal



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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. Submit site plan for exterior storage and building floorplan for interior storage, sample MSDSs with list of maximum expected quantity of each type of hazardous material, and brief description of how used and safety provisions (including emergency procedures and fire protection systems).
2. All containers approved for contents, properly labeled, properly maintained, with proper disposal of empty containers and waste materials. Containers and piping subject to damage (from vehicular impact or otherwise) shall be adequately protected.
3. Signs posted and maintained for NO SMOKING or open flames (& other advisories as need)
4. Leaks will be reported immediately to the Fire Department by calling 911.
5. Appropriate electrical bonding or grounding during liquid transfer.
6. No flammable liquids in basement, keep flammable or combustible liquids more than 3 feet below ceiling or sprinklers. Stay in limit per control area or occupancy use per fire code (i.e.: excess beyond 10 gallons for routine maintenance or operations kept in approved liquid storage cabinets).
7. Outdoor storage areas will be protected against tampering or trespassers where necessary and kept clear of weeds, debris and other unneeded combustible materials.
8. Additional code concerns apply if using such liquids for cleaning, dispensing from stationary or mobile tanks, within piping system, bulk transfer, or other special operations.
9. Additional permits might be required based upon details of operations and other materials.

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.		
Signature:		Date:
Billing Information		
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Approved By:		Date:
Denied: _____	Reason for Denial:	
Comments:		
Permit Number:	Permit Fee:	