



Bedford County Fire & Rescue

Fire Marshal's Office



Flammable and Combustible Liquids Permit Application

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:	



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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



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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.
- Warning signs shall be of a durable material. Signs warning of the hazard of flammable liquids shall have white lettering on a red background and shall read: DANGER—FLAMMABLE LIQUIDS. Letters shall be not less than 3 inches in height and ½ inch in stroke.
- Signs shall be posted in locations as required by the fire code official. Piping containing flammable liquids shall be identified in accordance with ASME A13.1.
- 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.
- Smoking and open flames are prohibited in storage areas in accordance with Section 5003.7.
Exception: Areas designated as smoking and hot work areas, and areas where hot work permits have been issued in accordance with this code.
- 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.
- Plants and portions of plants in which flammable liquids are produced on a scale from crude petroleum, natural gasoline or other hydrocarbon sources shall be in accordance with Sections 5706.7.1 through 5706.7.3. Petroleum-processing plants and facilities or portions of plants or facilities in which flammable or combustible liquids are handled, treated, or produced on a commercial scale from crude petroleum, natural gasoline, or other hydrocarbon sources shall also be in accordance with API 651, API 653, API 752, API 1615, API 2001, API 2003, API 2009, API 2015, API 2023, API 2201 and API 2350.

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- 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.
- Filling, emptying and vapor recovery connections to tanks containing Class I, II or IIIA liquids shall be located outside of buildings in accordance with Section 5704.2.7.5.6 at a location free from sources of ignition and not less than 5 feet (1524 mm) away from building openings or lot lines of property that can be built upon. Such openings shall be properly identified and provided with a liquid-tight cap that shall be closed when not in use.
- Filling and emptying connections to indoor tanks containing Class IIIB liquids and connected to fuel-burning equipment shall be located at a finished ground level location outside of buildings. Such openings shall be provided with a liquid-tight cap that shall be closed when not in use. A sign in accordance with Section 5003.6 that displays the following warning shall be permanently attached at the filling location:

TRANSFERRING FUEL OTHER THAN CLASS
IIIB COMBUSTIBLE LIQUID TO THIS TANK
CONNECTION IS A VIOLATION OF THE FIRE
CODE AND IS STRICTLY PROHIBITED
- 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.

Name:			
Signature:		Date:	



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Bedford Code : Chapter 8 – Article III – Division 4 – Section 8-69. Fees.

General Permit Fees	
General Permit Fee	\$100 / Annual Permit
Permit renewal prior to expiration	\$50
Specialty Permits	
Explosives, ammunition, and blasting agents	\$250 per 12-month permit (6 inspections) \$100 per inspection over 6 inspections or outside of business hours *Same project renewal; no fee inspections*
Extremely hazardous substances (EHS)	\$400 Annual
Fireworks	\$400 per Aerial display \$250 per retail/wholesale sales
Hazardous materials	\$400 Annual
Tent event	\$200 up to 20 tents
Bulk Tent Facility (Already in place; moving from building officials fee schedule)	\$300 Annual
Routine Fire Prevention Inspections (Business Inspections)	
Initial Inspection	Free
Follow-up inspection	Free
All additional inspections after the initial and follow-up	\$75 per visit
Plans Review	
General plans review	Free
Automatic fire sprinkler system	\$100
Fire alarm system	\$100
Commercial kitchen hood suppression system	\$100
Compliance Inspections	
Wet/Dry system- 5 more heads: Visual, hydro. Flush, air, trip, final	\$100



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Hood systems	\$100
Underground main – Visual, hydro, flow	\$100
Tank removal / instillation	\$100
Fire pump - Test	\$100
Clean agent system / other - Test	\$100
Fire alarm system – Test, battery test, final	\$100
Standpipe – Visual, hydro, flow	\$100
Cancellation fee – if less than 2 hours prior to scheduled time	\$50 each
Additional inspection for previously failed systems	\$50 each
False Alarms	
1 st false alarm annually (Jan. 1 st to Dec. 31 st)	Free
2 nd false alarm annually	Free
3 rd false alarm annually	Free
4 th false alarm annually	\$50
5 th false alarm	\$75
6 + false alarms	\$100 each



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Other fees	
Firewatch (If provided by FMO)	\$60 per hour during normal business hours \$90 per hour for all other times (night, weekends, holidays)