



Bedford County Fire & Rescue

Fire Marshal's Office



Hazardous Materials 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 ALL Hazardous Materials
2. List Quantities of ALL Hazardous Materials
3. List of hazard classes in each area
4. Location of ALL control areas and Group H occupancies.
5. Location of All above-ground and under-ground tanks
6. List Fire Protection System
7. Location of ALL Fire Extinguishers
8. Location of ALL Exits or Openings

Hazardous Materials Inventory List

Hazardous Material Management Plan

Accidental Spill and Release Contingency Plan

SDS for ALL Hazardous Materials



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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.

— Where required by the fire code official, an application for a permit shall include a Hazardous Materials Management Plan (HMMP). The HMMP shall include a facility site plan designating the following:

1. Access to each storage and use area.
2. Location of emergency equipment.
3. Location where liaison will meet emergency responders.
4. Facility evacuation meeting point locations.
5. The general purpose of other areas within the building.
6. Location of all above-ground and underground tanks and their appurtenances including, but not limited to, sumps, vaults, below-grade treatment systems and piping.
7. The hazard classes in each area.
8. Locations of all control areas and Group H occupancies.
9. Emergency exits.

The HMMP shall be maintained on-site for use by emergency responders and shall be updated not less than annually.

— Where required by the fire code official, an application for a permit shall include an HMIS, such as Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III, Tier II Report, or other approved statement. The HMIS shall include the following information:

1. Product name.
2. Component.
3. Chemical Abstract Service (CAS) number.
4. Location where stored or used.
5. Container size.
6. Hazard classification.
7. Amount in storage.
8. Amount in use-closed systems.
9. Amount in use-open systems.

The HMIS shall be maintained on-site or readily available through another means when approved by the fire code official for use by temporary responders and shall be updated not less than annually.

— NFPA 704 Placard shall indicate hazard for stationary containers and above ground tanks. Placards must be posted at all of the following locations:

- Any entrance to the site
- Any entrance to the building and door leading to the room where hazardous materials are located.



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- Where a facility closure is plan is required in accordance with Section 5001.5 to terminate storage, dispensing, handling or use of hazardous materials, it shall be submitted to the fire code official not less than 30 days prior to facility closure.
- Where hazardous materials are released in quantities reportable under state, federal or local regulations, the fire code official shall be notified and the following procedures required.
 - Records of the unauthorized discharge of hazardous materials by the permittee shall be maintained.
 - Provisions shall be made for controlling and mitigating unauthorized discharged.
 - Where unauthorized discharge caused by primary container failure is discovered, the involved primary container shall be repaired or removed from service.
 - The person, firm or corporation responsible for an unauthorized discharge shall institute and complete all actions necessary to remedy the effects of such unauthorized discharge, whether sudden or gradual, at no cost to the jurisdiction. The fire code official may require records and receipts to verify cleanup and proper disposal of unauthorized discharges. When deemed necessary by the fire code official, cleanup may be initiated by the fire department or by an authorized individual or firm. Costs associated with such cleanup shall be the responsibility of the owner, operator, or other person responsible for the unauthorized discharge.
- Empty containers and tanks previously used for the storage of hazardous materials shall be free from residual material and vapor as defined by DOTn, the Resource Conservation and Recovery Act (RCRA) or other regulating authority or maintained as specified for the storage of hazardous materials.
- Open flames and high-temperature devices shall not be used in a manner that creates a hazardous condition and shall be listed for use with hazardous materials stored or used.
- Smoking shall be prohibited and “No Smoking” signs provided as follows:
 - In rooms or areas where hazardous materials are stored or dispensed or used in open systems in amounts requiring a permit in accordance with section 5001.5.
 - Within 25 feet of outdoor storage, dispensing or open use areas.
 - Facilities or areas within facilities that have been designated as totally “no smoking” shall have “No Smoking” signs placed at all entrances to the facility or area. Designated areas within such facilities where smoking is permitted either permanently or temporarily shall be identified with signs designating that smoking is permitted in these areas only.

1185 TURNING POINT ROAD, BEDFORD, VIRGINIA 24523

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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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Fire Marshal's Office 2018 Hazardous Materials Permit Application Instructions and Conditions

Permit Name:	2018 FHAZ: Hazardous Materials	
SFPC Section:	5001.5	
	TYPE OF MATERIAL	AMOUNT
	Combustible liquids	See flammable and combustible liquids
	Corrosive materials	
	Gases	See compressed gases
	Liquids	55 gallons
	Solids	1000 pounds
	Explosive materials	See explosives
	Flammable materials	
	Gases	See compressed gases
	Liquids	See flammable and combustible liquids
	Solids	100 pounds
	Highly toxic materials	
	Gases	See compressed gases
	Liquids	Any amount
	Solids	Any amount
	Oxidizing materials	
	Gases	See compressed gases
	Liquids	
	Class 4	Any amount
	Class 3	1 gallon ^a
	Class 2	10 gallons
	Class 1	55 gallons
	Solids	
	Class 4	Any amount
	Class 3	10 pounds ^b
	Class 2	100 pounds



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Class 1	500 pounds
Organic peroxides	
Liquids	
Class I	Any amount
Class II	Any amount
Class III	1 gallon
Class IV	2 gallons
Class V	No permit required
Solids	
Class I	Any amount
Class II	Any amount
Class III	10 pounds
Class IV	20 pounds
Class V	No permit required
Pyrophoric materials	
Gases	See compressed gases
Liquids	Any amount
Solids	Any amount
Toxic materials	
Gases	See compressed gases
Liquids	10 gallons
Solids	100 pounds
Unstable (reactive) materials	
Liquids	
Class 4	Any amount
Class 3	Any amount
Class 2	5 gallons
Class 1	10 gallons
Solids	
Class 4	Any amount
Class 3	Any amount
Class 2	50 pounds
Class 1	100 pounds

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	Water reactive materials	
	Liquids	
	Class 3	Any amount
	Class 2	5 gallons
	Class 1	55 gallons
	Solids	
	Class 3	Any amount
	Class 2	50 pounds
	Class 1	500 pounds
	<p>For SI: 1 gallon = 3.785 L, 1 pound = 0.454 kg.</p> <ol style="list-style-type: none"> 1. a. Twenty gallons when Section 5003.1.1 applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 20 gallons or less. 2. b. Two hundred pounds when Section 5003.1.1 applies and hazard identification signs in accordance with Section 5003.5 are provided for quantities of 200 pounds or less. 	
Fee:		
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.</p>	
Operational Requirements:	<p>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.</p>	



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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)