



FACILITIES PERMIT
APPLICATION TO INSTALL / REMOVE TANKS, CYLINDERS &
EQUIPMENT
 1900 SW 4th Ave. Portland, OR 97201
 (503) 823-3718



VALUATION OF WORK: \$ _____ DATE: _____

PLANS MUST BE SUBMITTED TO THE FIRE PREVENTION DIVISION AND APPROVED BEFORE INSTALLATION.

Location:

Building Name: _____ Occupied as: _____

Address: _____ Portland, OR Zip _____

Suite # _____ Levels (#) _____

Building/Facilities Permit No.: _____ Appeal No.: _____

Installation <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair Cylinder size _____	Product <input type="checkbox"/> Liquids/Tank <input type="checkbox"/> L.P.G. <input type="checkbox"/> Gases <input type="checkbox"/> Cryogenes Other _____	Decommission <input type="checkbox"/> Removal <input type="checkbox"/> Abandon OR	Location 1. <input type="checkbox"/> Underground 2. <input type="checkbox"/> Aboveground a. <input type="checkbox"/> Inside b. <input type="checkbox"/> Outside
LP Gases <input type="checkbox"/> Vapor <input type="checkbox"/> Pump <input type="checkbox"/> Liquid <input type="checkbox"/> Gravity <input type="checkbox"/> Barricades	Compressed Gases Products _____ _____ No. of cylinders _____ Size: 1. _____ 2. _____ 3. _____ 4. _____	Tanks Product stored in tank: _____ Material: _____ <input type="checkbox"/> Single wall <input type="checkbox"/> Double wall Capacity: 1. _____ 2. _____ 3. _____ 4. _____	Piping Material _____ <input type="checkbox"/> Single wall <input type="checkbox"/> Double wall

Description of Work: _____

Installing Company Information

Applicant Name: _____
 Company Name: _____
 Address: _____
 City, State, Zip: _____
 Phone/Fax: _____

Owner Information

Name: _____
 Phone/Fax: _____
Mail permit to: _____
 Address: _____
 City, State, Zip: _____

 NAME OF APPLICANT

 SIGNATURE

_____/_____/_____
 DATE

 NAME OF INSPECTOR

 SIGNATURE

_____/_____/_____
 DATE

Facilities Permit Hazardous Materials Submittal Requirements

Scope: Fire permits for work associated with a Facility Permit Project. Fees will be billed monthly.

1. A fully completed Permit Application.
2. Two sets of plans and any necessary specification sheets shall be supplied with the permit application. A site plan with project address should be located on the first page. Plans need to be of a quality clear enough to microfilm. Name of project, job address, the installing company's name and/or the engineers/architect's name who designed the system must be on all plan sheets.
3. Location of buildings or structures, storage tanks and relationships to other premises giving pertinent distances including adjacent properties if necessary.
4. Distances to piping and valves.
5. Diking volumes and dimensions.
6. Construction design of storage areas.
7. Fire protection criteria shall include: Extinguishing systems (if required) fire separation from other buildings uses, storage methods and separation from other storage areas and products.
8. Types of products to be stored. (Material Safety Data Sheets may be required.)
9. Description of tanks, piping and associated equipment such as:
 - A. Tank and piping specifications and listings such as UL or ANSI listing numbers.
 - B. Venting: normal and emergency.
 - C. Fill practices and dispensing methods.
 - D. Containment, if required.
 - E. Emergency shut-off switches.
 - F. Fuel fill and pump valve break-aways.
 - G. Overfill protection.
 - H. Safety devices required, such as exhaust scrubbers, explosion venting, treatment systems and vehicle protection.
10. Please include relevant appeal information.

Suggested resources include Uniform Fire Code, Uniform Mechanical Code, Uniform Building Code, 1997 Editions with Oregon Amendments, appropriate NFPA pamphlets that relate to specific types of products and processes.

A twenty-four(24) hour notice is required for all inspections.

For questions, please call 503-823-3718.

Submit plans to: Facilities Program
 Bureau of Development Services
 1900 SW 4th Ave – 5th Floor
 Portland, OR 97201