



**Portland Fire & Rescue**  
**Facility Permit Application - Install/Remove**  
**Tanks, Cylinders & Equipment**  
**1900 SW 4<sup>th</sup> Avenue, Portland, OR 97201**  
**Phone: 503.823.3712**



VALUATION OF WORK: \$ \_\_\_\_\_ DATE: \_\_\_\_\_ BUILDING WORK PERMIT #: \_\_\_\_\_

**Plans must be submitted to the fire prevention division and approved before installation.**

**Location:**

Building Name: \_\_\_\_\_ Occupied as: \_\_\_\_\_

Address: \_\_\_\_\_ Portland, OR Zip \_\_\_\_\_

Suite # \_\_\_\_\_ Levels (#) \_\_\_\_\_

Installation	Product	Decommission	Location
<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair Cylinder size: _____	<input type="checkbox"/> Liquids/Tank <input type="checkbox"/> L.P.G. <input type="checkbox"/> Gases <input type="checkbox"/> Cryogenes Other: _____	<input type="checkbox"/> Removal <input type="checkbox"/> Abandon	1. <input type="checkbox"/> Underground OR 2. <input type="checkbox"/> Aboveground a. <input type="checkbox"/> Inside b. <input type="checkbox"/> Outside

LP Gases	Compressed Gases	Tanks	Piping
<input type="checkbox"/> Vapor <input type="checkbox"/> Pump <input type="checkbox"/> Liquid <input type="checkbox"/> Gravity <input type="checkbox"/> Barricades	Products: _____ No. of Cylinders: Size: 1. _____ 2. _____ 3. _____ 4. _____	Product Stored in Tank: _____ Material: _____ <input type="checkbox"/> Single Wall <input type="checkbox"/> Double Wall Capacity: 1. _____ 2. _____ 3. _____ 4. _____	Material: _____ <input type="checkbox"/> Single Wall <input type="checkbox"/> Double Wall

**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: \_\_\_\_\_

_____	_____	_____
Applicant	Signature	Date
_____	_____	_____
Inspector	Signature	Date

**Facility 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. Location of buildings or structures, storage tanks and relationships to other premises giving pertinent distances including adjacent properties if necessary.
3. Distances to piping and valves.
4. Diking volumes and dimensions.
5. Construction design of storage areas.
6. 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.
7. Types of products to be stored. (Material Safety Data Sheets may be required.)
8. 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.
9. Please include relevant appeal information.

For questions, please call 503-823-3712.

Submit plans to:           Facility Program  
                                  Bureau of Development Services  
                                  1900 SW 4<sup>th</sup> Ave – 3<sup>rd</sup> Floor  
                                  Portland, OR 97201