



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 # 2012.17-1 repair Garages

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:				
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 #		

<p>Type of Fueling: (Check all that apply)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Preventive Maintenance <input type="checkbox"/> Minor repairs <input type="checkbox"/> Major repairs (engines and major componet work) <input type="checkbox"/> Body work <input type="checkbox"/> Painting <input type="checkbox"/> Tires <input type="checkbox"/> Other: _____ 	<p>Types of Fuel systems worked on: (Check all that apply)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Gasoline <input type="checkbox"/> Desiel <input type="checkbox"/> LPG <input type="checkbox"/> CNG <input type="checkbox"/> Electric <input type="checkbox"/> Hydrogen <input type="checkbox"/> Other: _____
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Types of vehicles worked on: (Check all that apply)

- Light Duty (Passenger vehicles)
- Medium Duty (Commercial Vehicles)
- Heavy Duty (Large truck, semi's)
- Heavy Equipment (Off road equipment)
- Small Engines
- ATV,ETC
- Other: _____

Other services: (Check all that apply)

- Welding
- Sell of Gasoline
- Sell of Diesel
- Sell of Kerosene
- Sell or replacement of Batteries

2012.17: Repair Garages

CODE SECTION: (2009 Virginia Statewide Fire Prevention Code): 107.2

SCOPE: An operational permit is required for a Repair Garage

FEE: \$35.00 Per Year (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.

If you do not receive this notice, it is your responsibility to submit the renewal application. Please refer to the website for additional information.

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:



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Purpose:

The intent of this guideline is to provide the minimum standards necessary for repair garages used for service or repair of motor vehicles in accordance with Virginia Statewide Fire Prevention Code (2012 edition). Failure to comply with these standards shall be due cause for denial or revocation of required permits and filing for civil or criminal prosecution. The Fire Marshal may waive any of these requirements upon receipt of alternate methods and materials that meet the intent of these standards.

Scope:

This guideline is applicable to structures used for business for the purpose of servicing or repairing motor vehicles. The information supplied by the applicant is also required to determine application of Virginia Statewide Fire Prevention Code provisions and permit requirements. This information required herein allows the necessary precautions and safeguards to be taken to safely and effectively respond to an incident.

Guidelines:

The applicant shall provide a set of plans showing the following information, prior to a permit being processed. Specifically:

- A site plan with the building location, property lines and emergency access roadways clearly shown
- The area (in square feet) of the building, and/or tenant space for the repair garage
- The occupancy classification per the Virginia Uniform Statewide Building Code
- The types of liquids and methods used for the cleaning of parts
- Location of welding equipment and compressed gases
- Location(s) of all fire extinguishers
- Location and size of waste oil storage, and method of disposal
- Type of container used for waste oil storage
- Location of any exits and/or building openings
- Whether or not the building is equipped with a fire sprinkler system
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Requirements:

1. Class I or II liquids with a flash point less than 110° F shall not be used for any cleaning purposes, unless in a special closed machine or in a room meeting the requirements for a Group H, Division 2 occupancy.
2. Motor vehicle fuel tanks shall be filled directly through hose from an approved pump. Gasoline shall not be transferred in any open container, liquids drained from motor vehicles shall be handled as required for a Class I flammable liquid in accordance Virginia Statewide Fire prevention Code.
3. Garage floors shall drain to approved oil separators or traps discharging to the sewer in accordance with the Plumbing Code. Contents shall be collected periodically to prevent oil from being carried into the sewers. Spill control and secondary containment shall be provided per 2311.2.3.



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4. Waste oil and rags shall be stored in approved metal, metal lined or other approved containers per 2311.2.3.2.
5. Fixed appliances, ventilation and equipment shall comply with the provisions of the Building and Mechanical Codes.
6. All electrical devices, wiring, heating appliances or spark/flame producing equipment capable of igniting flammable vapors shall not be installed or used with 18 inches of the floor per 2311.3.
7. When Class I liquids or LP-gas are stored or used within a building having a basement or pit where flammable vapors could accumulate, the basement or pit shall be provided with ventilation designed to prevent the accumulation of flammable vapors per 2311.4.3.
10. Containers and tanks containing a mixture of fuel and lubricating oil shall be stored and handled in accordance with the requirements of 2311 for Class I liquids, per CFC 2902.2.2.
11. Lubricating oil that has been drained from motor vehicles shall be stored and handled as required for Class III-B liquids in accordance with 2311.2.2.
12. Additional design requirements shall be satisfied for repair garages servicing vehicles fueled by LP-gas, CNG, LNG, hydrogen or other fuel source, per 2311.7.
13. Repair garages that also dispense motor vehicle fuel shall meet the requirements of CFC Articles 52, 9 and 82, as appropriate.

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:	