

NORTHSTAR FIRE DEPARTMENT
THIS **FIRE PERMIT** HAS BEEN APPROVED

BY: _____

DATE: _____

FIRE PERMIT #: _____



NORTHSTAR FIRE DEPARTMENT



OPERATIONAL PERMIT APPLICATION HOT WORK

BUSINESS OWNER INFORMATION

Business Owner Name: _____

Business Owner Address: _____

Phone Number: _____ Cellular: _____

Email: (REQUIRED) _____

CONTRACTOR INFORMATION

Contractor Company Name: _____

Contractor Address: _____

Phone Number: _____ Cellular: _____

Email: (REQUIRED) _____

WORKSITE INFORMATION

Worksite Address / Location: _____

Project Name: _____

Jobsite Contact: Name: _____ Cellular: _____

Email: (REQUIRED) _____

OPERATIONAL PERMIT APPLICATION

HOT WORK

DESCRIPTION OF WORK
PLEASE ANSWER THE FOLLOWING: For what purposes is this work being performed? What materials are being welded? What days and times will this work be performed?

CONDITIONS OF OPERATIONAL PERMITS

Expiration. An operational permit shall continue until revoked or for such a period of time as designed at the time of issuance. Permits shall not be transferable and any change in use, occupancy, operation, or ownership shall require a new permit.

Inspection Required. Before an operational permit is issued, the Northstar Fire Department shall inspect and approve the receptacles, vehicles, buildings, devices, premises, storage spaces or areas to be used. In instances where laws or regulations are also enforced by other departments, a joint approval shall be obtained from all departments concerned.

Retention of Operational Permits. Operational permits shall be kept on the premises at all times and shall be posted in a conspicuous location on the premises. Permits shall be subject to inspection all times by an officer or the Fire or Police Departments or any persons authorized by the Chief.

Revocation of Operational Permits. The Chief is authorized to suspend or revoke an operational permit when it is determined after a hearing by the Chief.

HOT WORK OPERATIONS PERMIT CONDITIONS

The following conditions shall be adhered to at all times for the permit to be valid;

Operations including welding, cutting, brazing, soldering, grinding, torch-applied roof systems or any other similar activity are referred to as hot work.

1. An operational permit is required for hot work including, but not limited to:

- A. Public exhibitions and demonstrations where hot work is conducted.
- B. Use of portable hot work equipment inside a structure. *Exception: Work that is conducted under a construction permit.
- C. Fixed-site hot work equipment such as welding booths.
- D. Hot work conducted within a wildfire risk area.
- E. Application of roof coverings with the use of an open-flame device.
- F. When approved, the fire code official shall issue a permit to carry out a Hot Work Program. This program allows approved personnel to regulate their facility's hot work operations.

2. Hot work areas shall not contain combustibles or shall be provided with appropriate shielding to prevent sparks, slag or heat from igniting exposed combustibles.

3. Openings or cracks in walls, floors, ducts or shafts within the hot work area shall be tightly covered to prevent the passage of sparks to adjacent combustible areas, or shielded by metal fire-resistant guards, or curtains shall be provided to prevent passage of sparks or slag.

4. Floors shall be kept clean within the hot work area.

5. Conveyor systems that are capable of carrying sparks to distant combustibles shall be shielded or shut down.

6. Partitions segregating hot work areas from other areas of the building shall be non-combustible. In fixed hot work areas, the partitions shall be securely connected to the floor such that no gap exists between the floor and the partition. Partitions shall prevent the passage of sparks, slag, and heat from the hot work area.

OPERATIONAL PERMIT APPLICATION

HOT WORK

7. Fixed hot work areas shall have floors with noncombustible surfaces.
8. Hot work shall not be performed on containers or equipment that contains or has contained flammable liquids, gases or solids until the containers and equipment have been thoroughly cleaned, inverted or purged; except that "hot tapping" shall be allowed on tanks and pipe lines when such work is to be conducted by approved personnel.
9. Automatic sprinkler protection shall not be shut off while hot work is performed. Where hot work is performed close to automatic sprinklers, noncombustible barriers or damp cloth guards shall shield the individual sprinkler heads and shall be removed when the work is completed. If the work extends over several days, the shields shall be removed at the end of each workday.
10. Special precautions shall be taken to avoid accidental operation of automatic fire detection systems.
11. A fire watch shall be provided during hot work activities and shall continue for a minimum of 30 minutes after the conclusion of the work. The fire code official, or the responsible manager under a hot work program, is authorized to extend the fire watch based on the hazards or work being performed.
Exception: Where the hot work area has no fire hazards or combustible exposures.
12. The fire watch shall include the entire hot work area. Hot work conducted in areas with vertical or horizontal fire exposures that are not observable by a single individual shall have additional personnel assigned to fire watches to ensure that exposed areas are monitored.
13. Individuals designated to fire watch duty shall have fire-extinguishing equipment readily available and shall be trained in the use of such equipment. Individuals assigned to fire watch duty shall be responsible for extinguishing spot fires and communicating an alarm.
14. The individuals responsible for performing the hot work and individuals responsible for providing the fire watch shall be trained in the use of portable fire extinguishers.
15. Where hose lines are required, they shall be connected, charged and ready for operation.
16. A minimum of one portable fire extinguisher with a minimum 2-A:20-B:C rating shall be readily accessible within 30 feet of the location where hot work is performed.
17. Before hot work is permitted and at least once per day while the permit is in effect, the area shall be inspected by the individual responsible for hot work operations to ensure that it is a fire safe area.
18. A pre-hot-work check shall be conducted prior to work to ensure that all equipment is safe, and hazards are recognized and protected. A report of the check shall be kept at the work site during the work and available upon request. The pre-hot-work check shall determine the following:
 - A. Hot work equipment to be used shall be in satisfactory operating condition.
 - B. Hot work site is clear of combustibles or combustibles are protected.
 - C. Exposed construction is of noncombustible materials or, if combustible, then protected.
 - D. Openings are protected.
 - E. Floors are kept clean.
 - F. No exposed combustibles are located on the opposite side of partitions, walls, or floors.
 - G. Fire watches, where required, are assigned.
 - H. Approved actions have been taken to prevent accidental activation of suppression and detection equipment, and fire extinguishers and fire hoses (where provided) are operable and available.

OPERATIONAL PERMIT APPLICATION

HOT WORK

This application is made to the Northstar Fire Department for possible review of plans, inspection and approval of the described activity or work that will meet all applicable standards. No work and/or event will take place until a Fire Department permit is received. We understand working without approved plans and a permit will result in delays and an investigation. A "stop work" order may be issued for the project until the investigation is complete.

Approval does not relieve the designer / contractor from complying with all applicable fire code requirements, nor does it abrogate the requirements of other authorities having jurisdiction.

I hereby affirm that I have truthfully completed the Fire Operational Permit Application and agree to operate this business in accordance with all Federal, State, local laws & ordinances, rules and regulations.

Applicant's Printed Name

Applicant's Title

Applicant's Signature

Date

FOR OFFICE USE ONLY: DO NOT COMPLETE BELOW THIS LINE

COMMENTS:

Fee computed by: _____ Amount Due \$ _____

Received by: _____ Amount Received \$ _____

Cash Credit Check No. _____ Invoice No. _____