



FOR OFFICE USE ONLY
Permit #(s) _____
Date: _____

MONROE FIRE DEPARTMENT

163 Village Court • Monroe, WA 98272
Phone: (360) 805.0338 • Fax: (360) 794-0959
www.monroefire.org

SUBMIT TO: CITY OF MONROE PERMIT DEPARTMENT

806 West Main Street • Monroe, WA 98272
Phone: (360) 794-7400 • Fax: (360) 794-4007
www.ci.monroe.wa.us

DRY CLEANING PLANTS 105.6.12 OPERATIONAL PERMIT APPLICATION

An operational permit is required to engage in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.

Permit Submittal Hours Monday through Friday:

Building, Fire & Land Use permits: 9:00 am – 12:00 pm & 2:00 pm – 4:00 pm
Verify Current Fee Schedule with Permit Staff Before Submitting Application
http://www.monroefire.org/fire_marshall/forms/permit/fire_fee_schedule.pdf

THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS (SEE PAGE 2)

Site Address or Property Location: _____

Size of site (acre/square feet): _____

Assessor's Tax Parcel Number (14 digits): _____

Applicant: _____ Phone # (____) _____

*Signature: _____ Printed Name: _____

Mailing Address: _____ Fax # (____) _____

City _____ State _____ Zip _____ E-mail _____

Property Owner: _____ Phone # (____) _____

**Signature: _____ Printed Name: _____

Mailing Address: _____ Fax # (____) _____

City _____ State _____ Zip _____ E-mail _____

ATTACH A SEPARATE SHEET FOR ADDITIONAL PROPERTY OWNERS/ADDITIONAL ADDRESSES

Applicant:** By your signature above, you hereby certify that the information submitted is true and correct and that you are authorized by the property owner(s) to act on their behalf. *Property Owner(s):** By your signature above, you hereby certify that you have authorized the above Applicant to make application on your behalf for this application.

Is this application a **Renewal of an Existing Operational Permit?**

Yes - Complete this Page Only

No - Continue to Page 3 for Submittal Requirements

RENEWAL SECTION (Complete this section only if this application is a renewal of an existing operational permit)

Permit # of Previous Operational Permit: _____

Describe all changes in the operations or hazards covered under this permit since this Operational Permit was last issued.

No Changes since Permit was last issued

Do not complete or attach other pages. Submit pages 1 and 2 of this application as your RENEWAL application, along with current permit fees (contact Permit Department for a fee estimate). A fire inspector will contact you at your place of business to conduct an inspection of the operations or hazards covered under this permit. After a satisfactory inspection of these operations your Operational Permit will be renewed.

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Plan Check Fee: \$ _____	Permit Fee: \$ _____
Fire Plan Check Fee: \$ _____	State Fee: \$ _____
Other Fees: \$ _____	SEPA Fee: \$ _____

SUBMITTAL REQUIREMENTS

OPERATIONAL PERMIT – IFC 105.6.12

1. Indicate the classification of dry cleaning plant by using the following steps:

- a. STEP 1 – Find the classification of the dry cleaning solvent used by your occupancy using the following chart.

Note: Dry cleaning plants using multiple solvents shall be classified based on the numerically lowest solvent class used. Spotting and pre-treating operations conducted as specified in the Spotting and pre-treating requirements (Page 5) will not change the type of the dry cleaning plant.

<input type="checkbox"/> Class I solvents are liquids having a flash point below 100°F (38°C).
<input type="checkbox"/> Class II solvents are liquids having a flash point at or above 100°F (38°C) and below 140°F (60°C).
<input type="checkbox"/> Class IIIA solvents are liquids having a flash point at or above 140°F (60°C) and below 200°F (93°C).
<input type="checkbox"/> Class IIIB solvents are liquids having a flash point at or above 200°F (93°C).
<input type="checkbox"/> Class IV solvents are liquids classified as nonflammable.

- b. STEP 2 – Find the classification (type) of the dry cleaning plant and system using the following chart.

Solvent Classification (from Step 1)		
Class I	<input type="checkbox"/>	Type I – systems using class I solvents (These plants are prohibited)
Class II	<input type="checkbox"/>	Type II – systems using class II solvents
Class IIIA	<input type="checkbox"/>	Type III A – systems using class III A solvents
Class IIIB	<input type="checkbox"/>	Type III B – systems using class III B solvents
Class IV	<input type="checkbox"/>	Type IV – systems using class IV solvents in which dry cleaning is not conducted by the public.
Class IV	<input type="checkbox"/>	Type V – systems using class IV solvents in which dry cleaning is conducted by the public.

USING THE SYSTEM TYPE THAT MATCHES THE OPERATIONS CONDUCTED AT YOUR OCCUPANCY, FIND THE GENERAL AND SPECIFIC REQUIREMENTS FOR YOUR SYSTEM TYPE ON THE FOLLOWING PAGES.

GENERAL REQUIREMENTS

1. **Type I dry cleaning plants shall be prohibited. There can be limited quantities of class I solvents when stored and used in accordance with this section.**

2. **Type II** dry cleaning plants shall have the heating provided by using indirect means – Steam, hot water, or hot oil only.
 3. Verify that the following bonds and grounds are maintained and in a serviceable condition:
 - I. Storage tanks, treatment tanks, filters, pumps, piping, ducts, dry cleaning units, stills, tumblers, drying cabinets and other such equipment, where not inherently electrically conductive, shall be bonded together and grounded. Isolated equipment shall be grounded.
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OPERATING REQUIREMENTS

1. **All dry cleaning systems shall comply with the following:**
 - a. Dry cleaning by immersion and agitation in open vessels is prohibited.
 - b. Verify that the dry cleaning solvent used is the type designed for the unit. Using a solvent with a flash point lower than the machine was designed is prohibited.
 - c. Verify that the following maintenance and operating practices are followed in order to prevent solvent spillage/leakage or the accumulation of lint.
 - i. Do not use class I or II liquids for cleaning floors.
 - ii. Filter residue or other residues containing solvent shall be disposed of in a metal container.
 - iii. Lint and refuse shall be removed from traps, put in approved waste cans, removed from the premises and disposed of safely. Traps need to be securely in place at all other times.
 - iv. In TYPE V dry cleaning systems the customer areas need to be kept clean.
 2. **Type II systems special operating instructions**
 - a. Materials that are going to be dry cleaned need to be searched thoroughly and all foreign materials shall be removed.
 - b. When removing materials from the washer, provisions to limit the dripping of solvents on the floor shall be made. Where materials are moved from the washer to a drain tub, a nonferrous metal drip pan shall be placed between the washer and the tub, resting on the lip of each, to prevent the solvent from dripping on the floor.
 - c. Verify that the approved ventilation system operates automatically when the dry cleaning equipment is in operation.
 3. **Type IV and V operating requirements**
 - a. Verify that the approved exhaust ventilation system automatically activates when the loading door is opened on Type IV and V dry cleaning systems.
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SPOTTING AND PRETREATING REQUIREMENTS (FOR ALL SYSTEM TYPES)

1. **TYPE I SOLVENTS** - The maximum qty of Type I solvents at any work station is 1 gallon. They shall be in approved safety cans or DOTn-approved metal shipping containers no larger than 1 gallon.
2. **TYPE II and III SOLVENTS** – These solvents shall be used for scouring, brushing, spotting and pre-treating. The maximum qty of Type II and III solvents at any work station is 1 gallon. They shall be in approved safety cans or DOTn-approved metal shipping containers no larger than 1 gallon.
 - a. Verify that the spotting table drain is connected to an approved container.
 - b. Verify that scrubbing tubs comply with the following:
 - i. Only class II and III solvents are used.
 - ii. The total amount of solvents does not exceed 3 gallons.
 - iii. Tubs are secured to the floor.
 - iv. The tub drains are connected to an approved container.
 - c. Verify that scrubbing tubs, scouring, brushing or spotting operations are still located where the solvent vapors are captured and exhausted by the ventilation system. Also verify that all bonds and grounds are still connected.
3. **Type IV systems** – Flammable and combustible liquids shall be stored in approved safety cans or in DOTn-approved metal shipping containers of not more than 1 gallon. Dispensing shall be from approved safety cans. Aggregate amounts shall not exceed 10 gallons.
4. **Type V systems** – Spotting operations are prohibited in type V dry cleaning operations.

DRY CLEANING SYSTEMS

1. **Type II, IIIA, IIIB dry cleaning systems**
 - a. Verify that there is a 2-A:10- B:C fire extinguisher near each door inside dry cleaning rooms containing type II, IIIA, and IIIB dry cleaning systems. There shall be a minimum of 2 extinguishers.
2. **Type II system**
 - a. Verify that the fire fighting access is maintained from one side of the plant for fire control purposes.
 - b. Verify that the egress doors on each end of the room are clear and in a serviceable condition.
 - c. Verify that all spill control and secondary containment measures are in a serviceable condition.

ALL OCCUPANCIES VERIFY THE FOLLOWING

- 1. Verify that all Fire Alarm systems have been tested / inspected within the last calendar year. The Fire Alarm test/inspection is good for a year from the tested date.**
- 2. Verify that the Fire sprinkler system(s) have been tested / inspected within the last calendar year. The Fire Sprinkler System test/inspection is good for a year from the tested date.**
- 3. Check fire extinguishers to be sure that they have been inspected and tagged by a qualified person. Certification good for one year from tagged date.**

NOTE: A FIELD INSPECTION WILL BE PERFORMED TO DETERMINE ANY ADDITIONAL REQUIREMENTS.