



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

**MONROE FIRE DEPARTMENT**

163 Village Court • Monroe, WA 98272  
Phone: (360) 794-7666 • Fax: (360) 794-0959  
[www.monroefire.org](http://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](http://www.ci.monroe.wa.us)

CELLULOSE NITRATE FILM 105.6.5  
OPERATIONAL PERMIT APPLICATION

An operational permit is required to store, handle or use cellulose nitrate film in a Group A occupancy.

**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](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.

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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: \$ _____

# SUBMITTAL REQUIREMENTS

## OPERATIONAL PERMIT – IFC 105.6.5

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### GENERAL REQUIREMENTS

1. Cellulose nitrate (pyroxylin) plastic articles are allowed to be placed on tables not more than 3 feet (914mm) wide and 10 feet (3048 mm) long. Tables shall be spaced at least 3 feet (914 mm) apart. Where articles are displayed on counters, they shall be arranged in a like manner.
2. Spaces underneath tables shall be kept free from storage of any kind and accumulation of paper, refuse and other combustible material.
3. Sales or display tables shall be so located that in the event of a fire at the table, the table will not interfere with free means of egress from the room in at least one direction.
4. Lighting shall not be located directly above cellulose nitrate (pyroxylin) plastic material, unless provided with a suitable guard to prevent heated particles from falling.

### ADDITIONAL REQUIREMENTS

1. Ensure that the Fire Sprinkler System has been inspected / tested within the past calendar year. The certification is good for a year from the date that the test / inspection was accomplished.
2. Ensure that the Fire Alarm System has been inspected / tested within the past calendar year. The certification is good for a year from the date that the test / inspection was accomplished.
3. Indicate how much Pyroxylin (Cellulose Nitrate) Plastic is stored or manufactured in this occupancy:

Pyroxylin Plastic \_\_\_\_\_ lbs.

**NOTE: A FIELD INSPECTION WILL BE ACCOMPLISHED TO DETERMINE IF THERE ARE ANY ADDITIONAL REQUIREMENTS FOR THIS PERMIT.**