

**PART 4 – INSPECTION REQUESTS**

Final approval is subject to field inspection. Following permit issuance, you may install your project. Once your project is complete in accordance with your approved plans, please call for inspection. Your permit files are not closed until the work has been approved by an inspector.

**FIRE INSPECTION REQUEST LINE**

360.805.0338

Every effort will be made to accommodate same-day inspection requests made before 8am.

Fire Inspections are performed Monday through Friday, 8am until 3pm.

Provide the following information when requesting an inspection:

1. Site Address
2. Type of Inspection Requested: LPG Construction Permit
3. Permit Number
4. Date and Time of Requested Inspection
5. Your Name
6. Callback Phone Number



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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)

# FIRE CONSTRUCTION PERMIT APPLICATION

**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)

- |  |   |
|--|---|
| <input type="checkbox"/> Automatic Extinguishing Systems (105.7.1)   | <input checked="" type="checkbox"/> Private Fire Hydrants (105.7.10) Deleted by local ordinance |
| <input type="checkbox"/> Battery Systems (105.7.2)                   | <input type="checkbox"/> Spraying or Dipping (105.7.11)   |
| <input type="checkbox"/> Compressed Gases (105.7.3)                  | <input type="checkbox"/> Standpipe Systems (105.7.12)   |
| <input type="checkbox"/> Fire Alarm and Detection Systems (105.7.4)  | <input type="checkbox"/> Temporary Membrane Structures, Tents & Canopies (105.7.13)             |
| <input type="checkbox"/> Fire Pump and Related Equipment (105.7.5)   | <input type="checkbox"/> Retail Fireworks Stand   |
| <input type="checkbox"/> Flammable and Combustible Liquids (105.7.6) | <input type="checkbox"/> Temporary Fireworks Storage  |
| <input type="checkbox"/> Hazardous Materials (105.7.7)               | <input type="checkbox"/> Public Display Fireworks   |
| <input type="checkbox"/> Industrial Ovens (105.7.8)                  | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> LP-Gas (105.7.9)                            |   |

**THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS (SEE PAGE 3)**

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.**



Combined Permit Application - Page 2

Contractor: \_\_\_\_\_ Phone # \_\_\_\_\_

Fax #: \_\_\_\_\_

Contractors License # \_\_\_\_\_ Exp Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contractor's Bond Company: \_\_\_\_\_

Contractor's Bid Amount or Project Cost (labor and materials): \$ \_\_\_\_\_

Detailed description of proposal/work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lending Institution for project (if applicable): \_\_\_\_\_

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



## SUBMITTAL REQUIREMENTS

### LP-GAS CONSTRUCTION PERMIT – IFC 105.7.9

**PART 1 – CAPACITY**

- 1a. Is Single Container more than 2,000 gallons water capacity?
- Yes – Continue to Part 3
  - No – Continue to 1b
- 1b. Is Aggregate capacity of multiple containers more than 4,000 gallons water capacity?
- Yes – Continue to Part 3
  - No – Continue to Part 2

**PART 2 – OVER-THE-COUNTER PERMIT**

Your project qualifies for an over-the-counter permit if a single container less than 2,000 gallons water capacity is installed or less than 4,000 gallons aggregate capacity of multiple containers. Please provide a site plan of the installation location with this application. You will be issued an over-the-counter permit and may install the LP-Gas tank after permit issuance provided that it is installed in accordance with the International Fire Code. Approval is subject to field inspection. Call for Inspection After Installation – See Part 4.

**PART 3 – CONSTRUCTION DOCUMENTS**

**REQUIRED SUBMITTAL ELEMENTS**

(These items are required in order to be considered a complete application)

- Two Copies of Site Plan indicating the following:
- Tank or Storage Location
  - Distances to: buildings, building openings, property lines, public ways
  - Location of No Smoking SIGNAGE
  - Location of NFPA 704 (Hazard Identification) placards
  - Location and size of portable fire extinguishers
  - Location of bollards (if necessary)
  - Location of any equipment and piping
- Two Copies of any pertinent Equipment, valve or piping cut sheets

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