



FIRE APP # \_\_\_\_\_

LCBC APP # \_\_\_\_\_

# Fire Safety Permit (FSP) Application

## Bureau of Fire Prevention

Telephone: (740) 928-4721 ext. 111, Fax: (740) 928-4721

fireprevention@hebronfd.org

### Application Purpose

- New submission
- Resubmission of previously rejected permit request (FIRE APP # \_\_\_\_\_)
- Renew
- Alteration / Addition / Correction

Address \_\_\_\_\_ Room/Suite \_\_\_\_\_

Name of Business / Event \_\_\_\_\_

In what political jurisdiction is the job located? (Circle One)      Village of Hebron      Union Township

Please complete the information below so that your application may be processed in a timely manner. Your application will not be processed if complete information is not provided. **This form itself may not be the only permit application needed for your project.** Please ensure that all applicable permits are obtained.

### PERMIT REQUEST TYPE

- Hazardous Material Use/Storage
- Tent/Membrane Structure
- Use of Occupancy
- Amusement Event
- Open Flame Use\*\*
- Use/Storage of Explosives

\*\* - Open flame use permits are only required when use is in an assembly or educational building, or when used in or within 20 FT of a tent or membrane structure.

### INFORMATION NEEDED FOR ALL PERMIT TYPES

\_\_\_\_\_ Building Permit # issued by Licking County Building Code Department, if applicable

\_\_\_\_\_ Length of event or use

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Start Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ End Date

\_\_\_\_\_ Name of responsible party / primary contact?

(\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Phone number of primary contact?

\_\_\_\_\_ Email address of primary contact?

Description of event or use: \_\_\_\_\_

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

AUTHORIZED SIGNATURE \_\_\_\_\_ Name Printed Legibly \_\_\_\_\_

## **HAZARDOUS MATERIAL USE/STORAGE PERMITS ONLY**

It is important that you read the Hazardous Materials Permit Guide thoroughly before submitting this application. The submission of an application without all required documents may result in a return of your application for revision.

### **New Submissions Only (Permit renewals do not need to answer unless changes were made from last year)**

Are you required to submit an EPA Tier II report (*circle one*)? YES NO

Do you have any Aboveground Storage Tanks (*circle one*)? YES NO

If you answered YES, have they received a permit from the Bureau of Fire Prevention (*circle one*)? YES NO

Do you have any Underground Storage Tanks (*circle one*)? YES NO

If you answered YES, please submit Attachment Form U with this application

Do you have a Safety Data Sheet (SDS) for all chemicals that you have on site (*circle one*)? YES NO

If you answered YES, a copy of each SDS is required for ALL chemicals, except those which can be purchased by a consumer (example: toilet bowl cleaner, floor polish, etc).

### **Renewal Submissions Only (New permit applicants do not need to answer)**

Since the last permit period:

Have any changes occurred to your inventory or the Safety Data Sheets (SDS) (*circle one*)? YES NO

If YES, please submit Attachment Form H with this application

Have any changes occurred to our Aboveground or Underground Storage Tanks (*circle one*)? YES NO

If you answered YES, please explain: \_\_\_\_\_

Have you altered how you use your chemicals (*circle one*)? YES NO

If you answered YES, please explain: \_\_\_\_\_

## **USE OF OCCUPANCY PERMITS ONLY**

Please submit a completed Attachment Form P with this application.

NOTE: (*Village of Hebron Only*) For new businesses who are required to complete this application, as well as an application for occupancy from the Office of Community Development, any associated filing fees that would be required by the Bureau of Fire Prevention for the submission of this application ONLY are waived. However, you are still responsible for any filing fees required by the Office of Community Development.

## **OPEN FLAME USE PERMITS ONLY**

It is important that you read the Open Flame Permit Guide thoroughly before submitting this application. The submission of an application without all required documents may result in a return of your application for revision. Furthermore, there are various situations that DO NOT require a permit.

## **TENT/MEMBRANE STRUCTURE PERMITS ONLY**

It is important that you read the Temporary Tents Permit Guide thoroughly before submitting this application. The submission of an application without all required documents may result in a return of your application for revision.

## **AMUSEMENT EVENT PERMITS ONLY**

It is important that you read the Amusement Event Permit Guide thoroughly before submitting this application. The submission of an application without all required documents may result in a return of your application for revision.

## **USE/STORAGE OF EXPLOSIVES PERMITS ONLY**

It is important that you read the Explosives Permit Guide thoroughly before submitting this application. The submission of an application without all required documents may result in a return of your application for revision.