

FMO STAFF USE - Inspection Date: _____ | Inspection Time: _____ | Staff: _____

**Your
Seattle
Fire Department**



APPLICATION FOR TEMPORARY PERMIT

Code 7901-T

Temporary Roofing Operation

Permit Fee: \$ 311.00

FMO STAFF USE: _____ / _____

Date Issued

Permit Expiration Date

Business Name: _____ **Phone:** _____

Mailing Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Job Site: _____

Onsite Contact: _____ **Phone:** _____

Type of roofing activities to be conducted at this site: (Check all that apply)

Asphalt kettle (allowed on solid ground only)

Melters/Bituminous Membrane Installation Machines*

Initial location of kettle/melter/machine:

*If not on solid ground, a Structural Engineer's Certified (**Stamped**) Report verifying structural integrity of the supporting structure with additional live load calculated must be included with this application. The report should indicate the jobsite address and location(s) that the unit is allowed to be used.

Hot-rubber/hot-tar tank truck

Torch-applied or heat gun-applied roof material

Permit applications may be submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:

Seattle Fire Department
Fire Marshal's Office – Permits
220 Third Ave S, 2nd Floor
Seattle, WA 98104-2608

To pay with a Visa or Master Card, email this completed application to us, **and then visit www.seattle.gov/fire/permits to make a payment.**
Tel: (206) 386-1450
E-mail: permits@seattle.gov

**WORK SHALL NOT COMMENCE UNTIL SFD INSPECTION HAS BEEN COMPLETED.
Contact us at least 2 business days prior to intended start date to request an inspection.
Email: permits@seattle.gov | Call: (206) 386-1450**

Permission is hereby granted to conduct roofing operation at the location designated herein, in accordance with the attached conditions, all noted special conditions, and all applicable provisions of the Seattle Fire Code, federal, state, and local regulations.

I understand the conditions of this permit and will ensure all roofing operations are conducted accordingly. I acknowledge that I received an inspection by a Seattle Fire Department inspector today.

Print Name _____ Signature _____ Title _____

Special permit conditions: _____

THIS PERMIT IS NULL AND VOID IF PERMIT CONDITIONS ARE NOT ATTACHED

FMO STAFF USE:

APPROVED BY:

Check No.: _____

Receipt No.: _____

Application ID#: _____

Inspector: _____ SFD ID# _____

Date: _____

Seattle Fire Department Pre-Inspection Checklist

TEMPORARY ROOFING OPERATION (7901-T)

Applicant: Fill out Check List and Return to SFD with Permit Application

Inspection Pre-Requisites and Readiness	YES	NO
1. Are you ready for your inspection now? (Please review the attached conditions to make sure you can meet them, including having kettles, melters, tanks, torches, extinguishers, hose lines, etc. ON SITE and ready to go.)	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you reviewed the roofing permit conditions included with the permit application?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you understand the roofing permit conditions?	<input type="checkbox"/>	<input type="checkbox"/>
❖ If you do not understand the permit conditions, please call 206-386-1450 and ask to be connected to the SHU “temp inspector” who can clarify the conditions for you, or email the Special Hazards Unit at sfd_fmo_specialhazards@seattle.gov .		
4. Do you anticipate having melters or bituminous membrane installation machines anywhere except on solid ground?	<input type="checkbox"/>	<input type="checkbox"/>
❖ If the answer to #4 is YES, a Structural Engineer’s Certified (Stamped) Report verifying structural integrity of the supporting structure with additional live load calculated must be included with this application. The report should indicate the jobsite address as well as the specific location(s) that the unit is allowed to be used.		

Requesting an Inspection Time

- Please provide information about date(s) and time(s) you would prefer for the inspection. This form is your method of requesting a time. However, the inspection is not scheduled until confirmed by us; and depending upon inspector availability, the confirmed time may differ from the initial request. We can provide next available or may be able to accommodate specific dates depending on our inspectors' availability.

REQUESTED INSPECTION DATE	TIME (ON THE HOUR, FROM 09:00 A.M. TO 03:00 P.M.)

Your inspection is not scheduled or confirmed until you hear back from the SFD permits team.

- If you are not ready for an inspection to be scheduled today, you must email us at permits@seattle.gov or call 206-386-1450 to schedule an inspection as soon as you are ready. You are not allowed to begin work until the inspection has been completed.

	Yes	No
Permit Team to verify whether job site is in Fire District:		
1. Is this in the “Fire District”?	<input type="checkbox"/>	<input type="checkbox"/>

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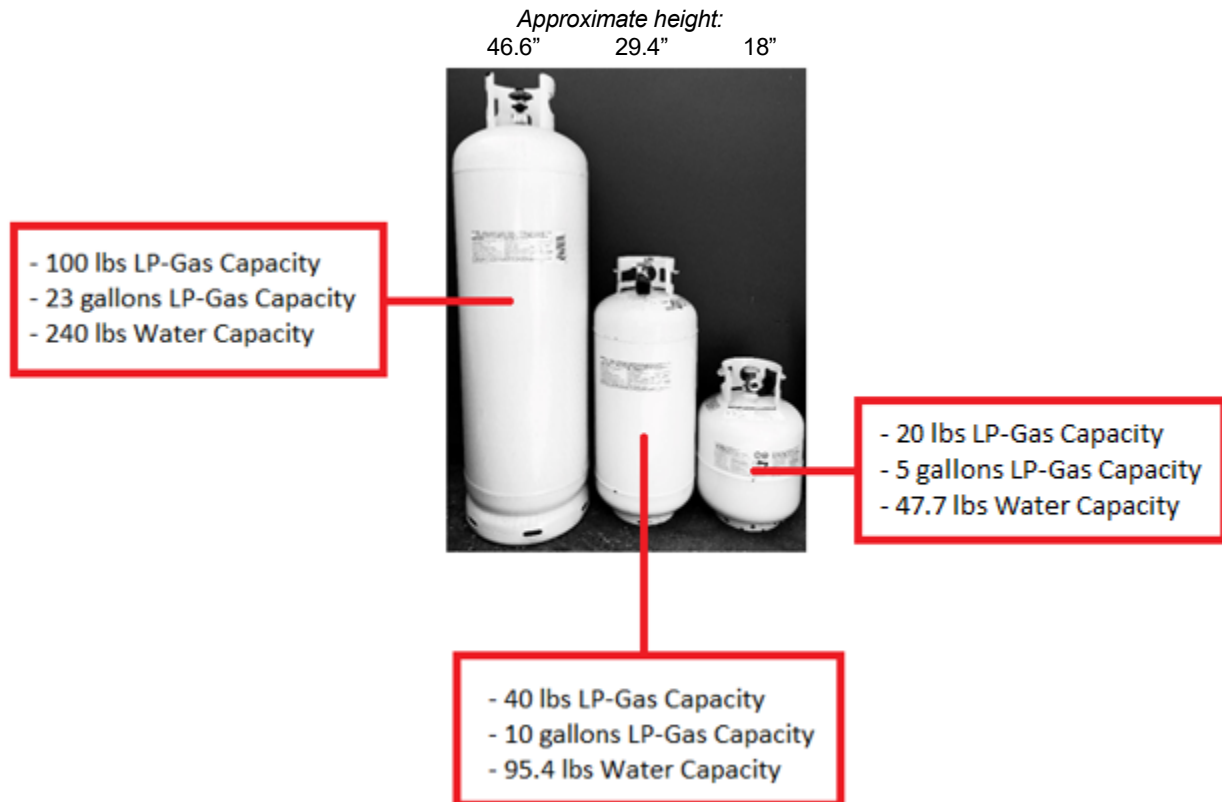
Temporary Roofing Operations

*For a copy of these conditions in Spanish, please contact us at permits@seattle.gov or (206) 386-1450.
Para obtener este documento en español, por favor contáctenos a permits@seattle.gov o (206) 386-1450.*

GENERAL REQUIREMENTS FOR ALL ROOFING OPERATIONS:

1. Permits shall be kept at all times at locations where regulated roofing operations are conducted in the City and shall be made available to Fire Department personnel upon request. (SFC 105.3.5)
2. The work area shall be cleared of all accumulations of combustible material at the end of each workday. All refuse must be promptly removed from the job site. (SFC 105.3)
3. All fires shall be immediately reported to the Seattle Fire Department by dialing 911. (SFC 401.3.1)
4. All LP-Gas shall be removed from the roof at the end of each shift of work. (SFC 3304.2.2)
5. A charged hose line of not less than 3/4-inch diameter and of sufficient length to reach all areas of the operation shall be provided. The charged hose line shall be available all times during the operation and until the fire watch is no longer required. (SFC 105.3)
6. At least one portable fire extinguisher with a minimum rating of **3A 40-B:C** is required during roofing operations. **Additional portable fire extinguishers may be required based on the type of operation (see below)**. The fire extinguisher shall be located within 30 feet of the location where work is in progress. Each extinguisher shall be inspected at least annually and shall display a tag indicating when it was last inspected. (SFC 105.3, 906.2)

Common LP-Gas Containers



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REQUIREMENTS FOR USE OF A TORCH/HEAT GUN ON A ROOF:

7. At least one portable fire extinguisher with a minimum rating of **3A 40-B:C** is required for each burner (torch) or heat gun that is located on the roof and shall be located within 30 feet of the location where work is in progress. Each extinguisher shall be inspected at least annually and shall display a tag indicating when it was last inspected. (SFC 105.3, 906.2)

Note: "Dragon wagons", a rod with numerous flame ports mounted on wheels which directs the heat horizontally at the underside of an unrolling supply of roofing membrane attached to the device is considered to be a single burner if it is operated by one individual and fueled by a single LPG cylinder.

8. LP-gas used in conjunction with a torch on a roof shall be limited to the following: (SFC 105.3)

Location	Maximum Individual Cylinder	Maximum Aggregate Quantity On a Roof
Occupied Buildings	5 gal or 20lb LP-Gas capacity/47.7lb water capacity	30 gal or 120lb LP-Gas capacity/286.2 water capacity
Unoccupied Buildings	10 gal or 43.5lb LP-Gas capacity/103.6lb water capacity	60 gal or 261lb LP-Gas capacity/621.6lb water capacity

9. No more than two (2) torches or heat guns shall be in operation at the same time on an occupied building, and no more than five (5) torches or heat guns shall be in operation at the same time on an unoccupied building. (SFC 105.3)
10. A fire watch shall be designated whenever a torch or heat gun is used on a roof. A fire watch may be a member of the work crew, or another person designated by the individual in charge of the operation. (SFC 105.3 & 3304.5)
11. Individuals using a torch or heat gun may not serve as their own fire watch. (SFC 105.3 & 3304.5)
12. Each designated fire watch shall:
- Be present continuously whenever the torch or heat gun is in operation to watch for fire and operate fire-extinguishing equipment to extinguish spot fires.
 - Be maintained for at least **2** hours after completion or interruption of work, to detect and extinguish smoldering fires.
 - Check attic spaces below the work areas for smoldering fire prior to leaving the site.
 - Be trained in the use of available fire extinguishing equipment.
 - Be capable of transmitting an alarm to the Emergency - 911 Center via telephone.
 - Be able to identify the specific address where the work is being performed.
 - Have read and understand the Seattle Fire Department permit conditions. (SFC 105.3)
13. When several workers are performing torch or heat gun operations on a single roof, the fire watch shall have a clear view of, and immediate access to, each worker. **No more than three workers** performing torch or heat gun operations shall be attended by a single fire watch. (SFC 105.3)
14. Fire protection shall be provided for each opening into the building or an adjacent space (e.g., use of fiberglass blankets may be required in accordance with manufacturer's instructions). (SFC 105.3)
15. Combustible material in close proximity of torches using open flame or heat guns shall be protected from ignition by shielding or wetting with water. (SFC 105.3)

REQUIREMENTS FOR HOT-TAR TANK TRUCKS, TAR KETTLES, AND MELTERS:

16. Tar kettles, melters, or tank trucks shall be located on a non-combustible surface and shall not be located within 20 feet of any combustible material, including but not limited to, product replenishing (roofing) materials, combustible building surfaces or building openings. (SFC 3317.2.1 and 105.3)

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17. Tar kettles, melters, or tank trucks shall be located so as **not** to impede building egress routes or Fire Department access lanes. (SFC 3317.2.2)
18. LP-gas containers shall be supported upright and they shall be separated from the burner and kettle/melter/truck by a minimum of 10 feet. (SFC 3317.2.3)
EXCEPTION: Containers, properly insulated from heat or flame, are allowed to be within 2 feet of the burner.
19. Only containers bearing a Department of Transportation (DOT) approval marking or ASME approved LP-gas containers shall be used. (SFC 6103)
20. Roof-top delivery lines shall be constructed of rigid metal piping, except that flexible lines may be used to cross parapets when the metal pipe is secured or tied to the building. (SFC 105.3)
21. Piping, hoses and spare fuel containers shall be adequately protected against physical and vehicular damage. (SFC 105.3)
22. LP-gas containers shall not be refilled while burner units are in use. (SFC 105.3)
23. An attendant shall be within 25 feet of the kettle/melter/truck and shall have the kettle/melter/truck in sight when the heat source is operating. Ladders or similar obstacles shall not be located in the path between the attendant and the kettle/melter/truck. (SFC 3317.2.4)
24. At least one portable fire extinguisher with a minimum rating of **3A 40-B:C** shall be located within 25 feet of each tar kettle, melter, or hot-tar tank truck when the heat source is operating. At least one additional extinguisher with a minimum **3A 40-B:C** rating shall be located on the roof being covered. Each extinguisher shall be inspected at least annually and shall display a tag indicating when it was last inspected. (SFC 3317.3)
25. Tar kettles, melters, or tank trucks shall not be transported on a highway, road or street when the heat source for the kettle or melter is in use.
EXCEPTION: Tar kettles in the process of patching road surfaces. (SFC 105.3)

ADDITIONAL REQUIREMENTS FOR TAR KETTLE, MELTER, AND/OR BITUMINOUS MEMBRANE INSTALLATION MACHINE OPERATIONS:

26. Tar kettles or melters shall be equipped with a tight-fitting cover, maintained in sound mechanical condition and kept reasonably free of spill residue. (SFC 3317.2.6 and 105.3)
27. **At locations outside the Fire District** (see attached map), LP-gas containers serving tar kettles at the job site shall not exceed a maximum individual capacity of 300 gallons LP-gas capacity (1,260 pounds LP-gas capacity) and a maximum aggregate quantity of 500 gallons LP-gas capacity (2,100 pounds LP-gas capacity) is allowed. (SFC 105.3)
28. **At locations inside the Fire District** (see attached map), a temporary (7901-T) permit is required to conduct any roofing operation. LP-gas containers serving tar kettles in the Fire District shall not exceed a maximum individual capacity of 240lbs water capacity (100 pounds LP-gas capacity) and a maximum aggregate quantity of 480lbs water capacity (200 pounds LP-gas capacity) is allowed at the job site. (SFC 105.3 and 6104.2)
29. Tar kettles, melters, and bituminous membrane machines shall not be used inside or on the roof of a building. (SFC 105.3 & 3317.2.2)
EXCEPTIONS:
 - (1) Rubberized Asphalt Melters may be located on structures undergoing construction or on the roof of a building only when authorized by a separate temporary (7901-T) permit. A Structural Engineer's Certified (Stamped) Report verifying structural integrity of the supporting structure with additional live load calculated is required and the report should indicate the location or locations that the melter is allowed to be used.
 - (2) Bituminous membrane installation machines may be located on the roof of a building only when authorized by a separate temporary (7901-T) permit. A Structural Engineer's Certified (Stamped) Report verifying structural integrity of the supporting structure with additional live load calculated is required and the report should indicate the location or locations that the bituminous membrane machine is allowed to be used.
 - (3) Melters located on structures undergoing construction shall have maximum individual container size of 103.6 lbs water capacity (10 gals or 43.5 pounds LP-gas capacity) and a maximum aggregate quantity of 518 lbs water capacity (50 gals or 217.5 pounds LP-gas capacity).

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(4) Melters, or bituminous membrane installation machines located on a roof in an unoccupied building shall have a maximum individual container size of 103.6lbs water capacity (10 gals or 43.5 pounds LP-Gas capacity) and a maximum aggregate quantity in use of 518 lbs water capacity (50 gals or 217.5 pounds LP-gas capacity).

ADDITIONAL REQUIREMENTS FOR HOT-TAR TANK TRUCK OPERATIONS:

30. Hot-tar tank trucks shall display visible placards in accordance with DOT requirements to identify the hazard. (SFC 105.3)
31. Controls shall automatically prevent product temperature from exceeding 550 degrees Fahrenheit. (SFC 105.3)
32. The exterior of the tank truck shall be clean and substantially free of combustible product before heating is commenced. (SFC 105.3)
33. Tank trucks shall not enter buildings, except repair garages, and then only when the contents have been cooled to ambient temperature. (SFC 105.3)
34. Tank trucks shall be in movable condition at all times except when parked in the contractor's yard. Tractors must be left with trailer-type units, except when parked in the contractor's yard. (SFC 105.3)
35. **At locations outside the Fire District** (see attached map) LP-gas containers serving tank trucks shall not exceed 500 gallons LP-Gas Capacity (2,100 pounds LP-Gas Capacity) and a maximum aggregate quantity of 500 gallons LP-Gas Capacity (2,100 pounds LP-Gas Capacity) is allowed at any job site. (SFC 105.3 & 6104.2)
36. **At locations inside the Fire District** (see attached map), a separate temporary (7901-T) permit is required to conduct any roofing operation. LP-gas containers serving hot tar tank trucks in the Fire District shall not exceed a maximum individual capacity of 239 lbs water capacity (100 pounds LP-gas capacity) and a maximum aggregate quantity of 480 lbs water capacity (200 pounds LP-gas capacity) is allowed at the job site. (SFC 105.3 & 6104.2)

Seattle Fire Department Permit Conditions

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Temporary Roofing Operations

City of Seattle Map of Fire District

Black Region

Fire District (Temporary Permit Required)

Grey Region

Outside the Fire District (Validation Number Required)

