

Special Occupancy Use

In accordance with the Moses Lake Municipal Code and the State Fire Code, no permit-required activity will begin prior to the issuance of proper permits and/or approvals by the Moses Lake Fire Department.

City of Moses Lake Fire Department
 Prevention Division
 701 East Third Avenue
 Moses Lake, WA 98837
 (509) 764-3848 / mlfirepermits@cityofml.com



All fields must be completed. If not applicable, please mark with N/A **Date:**

Site Information

BUILDING / SITE NAME:	PARCEL #
BUILDING / SITE ADDRESS:	

Applicant Information

BUSINESS NAME:	
BUSINESS ADDRESS:	
MAILING ADDRESS:	
MOSES LAKE BUSINESS LICENSE NUMBER:	EXPIRATION:
(MAILING ADDRESS MUST BE INCLUDED IF DIFFERENT FROM BUSINESS ADDRESS)	
BUSINESS PHONE#	E-MAIL:
EMERGENCY CONTACT NAME:	PHONE NUMBER:

Submittal of application and payment of fees DOES NOT imply permission or permit by the City of Moses Lake Fire Department for commencement of work.

TYPE

PLEASE CHECK

- To store, transport on site, dispense, use or handle hazardous materials
- 1 Class.....
- 2 Classes.....
- 3 Classes.....
- 4 Classes or more than 4,000 gal, 19,000 ft³, or 249,000 lbs. of any single class.....
- 5 Classes or more than 5,000 gal, 25,000 ft³, or 280,000 lbs. of any single class.....
- Extremely hazardous substances, highly toxic, toxic, & pyrophoric materials of any amount.....
- To install or operate battery systems having liquid capacity of more than 50 gal.....
- To operate industrial baking and/or drying ovens (by site).....
- To engage in the business of dry cleaning using flammable solvents.....
- To engage in operations that produce combustible dust.....
- To operate an aviation facility.....
- To operate a building containing high piled combustible storage.....
- To maintain a hot works program.....
- To maintain a hot works operation (ie: torch work).....
- To operate a lumber yard exceeding 100,000 board feet of storage.....
- To operate a marijuana extraction system / facility.....

(continued on reverse)

For regulated materials, HMMP, LEPC, and / or MSDS may be required.

If you are already aware that one or more of these apply, please attach a copy with this application

Applicable Site Plan

HMMP / LEPC / Tier II info attached

SDS attached

Permit package shall be submitted electronically

NARRATIVE OF ACTIVITY/WORK TO BE PERFORMED: _____

Activity location (where on site): _____

Building construction materials and features of storage area: _____

List quantities and types of hazardous materials or flammable / combustibles (attach additional sheets if necessary): _____

Special Handling Requirements: _____

I hereby acknowledge that the information I have provided is correct and I agree to comply with all State and City laws and ordinances. I understand and agree the City of Moses Lake Fire Department has no obligation to explain every requirement and ordinance to me prior to approval of the project. I also acknowledge by signing this application I authorize any City of Moses Lake personnel access to the property at all reasonable times to ascertain relevant information, including the current condition of the property, and perform any and all inspections.

The issuance of a permit based on plans, specifications and other data shall not prevent the Fire Marshal from thereafter requiring the corrections of the errors in said plans, specifications and other data, or preventing building operations when in violation of this code of any State or City laws, rules or regulations. The granting of this permit or an approval does not presume to give authority to violate or cancel the provisions of any other Federal, State or City laws regulating construction, the performance of construction and/or operation of the project. I hereby certify that as a contractor I am currently registered and properly licensed according to state statute.

Owner/Agent _____ Date _____ Applicant _____ Date _____

(By signing as "Agent" I am signing on behalf of the owner and I have the owner's permission and authority to do so.)

For fire department use only			
Permit Number _____	Date Received _____	Review fee paid _____	Permit fee paid _____
Received by _____			



Hazardous Materials Inventory Statement (HMIS)



Generally, laboratories, high tech processes, paint shops and stores, automotive repair shops and stores, warehouses, and retail stores to mention a few, have hazardous chemicals. The type and quantity of chemicals used or stored need to be assessed using HMIS in conjunction with Chapter 50 and other chemical resources.

The information derived from an HMIS will assist in determining the correct occupancy classification, method and location of storage, design criteria for spill and secondary containment, construction requirements, and ventilation needs.

If there is any possibility that hazardous chemicals will be in the building or used in a process within the building, the Fire Department will request an HMIS and possibly a hazardous materials management plan.

It is recommended that extra information be provided on the HMIS, such as the NFPA 704 codes for each chemical.

Provide Correct Information:

1. Hazard class, column 1 of the HMIS is often not completed correctly. Many chemicals are multi-hazard class chemicals and every hazard class must be provided. For example, Trimethyl Phosphite is not just a corrosive acid, but also a combustible liquid II, other health hazard, and a class 1 water reactive. Include all classes for each chemical on the HMIS.
2. Chemical name, column 3 of the HMIS; fire department requires the chemical concentration (%) to accompany each chemical and provide the chemical name not the formula.
3. The HMIS must be formatted to reflect separate chemical information and totals for each area or room, not a consolidated report.
4. For each storage or use area or room, provide accumulative totals for each hazard class and for each respective chemical state solid, liquid, and gas.

Sample: Location: Room 275

USE: Storage for manufacturing process

1	2	3	4	5	6	7	8	9	10	11	12
Hazard Class	Trade Name	Chem Name, & %	CAS, Abstract No.	State (G,S, or L)	Open	Closed	Quantity	Unit (lbs or gal)	Strg Code	NFPA	Location of Chem in Bldg
Flam. Liq 1B, Irritant	Isopropanol	Isopropal Alco. 99%	67-63-0	PL	X		300	GA	L-1-4	1-3-0	
Flam Liq 1B, OHH, WR-2	TMB	Trimethyl Borate 100%	121-43-7	PL		X	30	GA	L-2-4	2-3-1-WR	
Totals											
Flam Liq 1B							330				
Irritant							300				
OHH							30				
WR-2							30				

5. Declare if the chemical in use is in an open or closed condition, column 6 and 7.

Use (material) is:

 1. Placing a material into action, including solids, liquids, and gases, or,
 2. Making a material available for service by opening or connecting anything utilized for confinement of material including solids, liquids, and gases.

Use, closed system, is the use of a solid or liquid hazardous material in a closed vessel or system that remains closed during normal operations where vapors emitted by the product are not liberated outside of the vessel or system and the product is not exposed to the atmosphere during normal operations. All compressed gases meet this criteria. Examples of closed systems for solids and liquids include reaction process operations and product conveyed through a piping system into a closed vessel, system or piece of equipment.

Use, open system, is use of a solid or liquid hazardous material in a vessel or system that is continuously open to the atmosphere during normal operations and where vapors are liberated, or the product is exposed to the atmosphere during normal operations. Examples of open systems for solids and liquids include dispensing from or into open beakers or containers, and dip tank and plating operations.
6. **Use the blank form of the sample:** found on the next page. Pages following the blank form are master worksheets for Health and Physical Hazards. The forms provide exempt amount information, transfer that information to the blank form. Legends for columns 5-State, 9-Unit, 11-Storage, 12 -NFPA are on the Health Hazard Worksheet.



HMIS Report



Business Name: _____ **Occupancy Classification/s:** _____ **Sprinklered:** Y N

Business Contact: _____ **Phone:** _____

Building Permit No: _____ **or NA** **Report Prepared By:** _____ **Phone:** _____

Note: Specific chemical quantities may require a Hazardous Materials operations permit. You will be contacted if your business meets the permit criteria. This form is also used when completing the application for the permit.

1	2	3	4	5	6	7	8	9	10	11	12
Hazard Classes	Trade Name	Chem Name, & %	CAS; Abstract No.	State (G, S, or L)	Open Use	Closed Use	Quantity	Unit (lbs or gal)	Storage Code	NFPA	Location of Chemical in the Building
Totals Below (for each separate hazard class)											

Columns: **1- Hazard Class: some examples:** Oxidizer 1, 2, 3, or 4 (Ox-2); Flammable Liquid IA, IB, or IC; Toxic; Highly Toxic (H-tox); Corrosive (Cor); Water Reactive 1, 2, or 3 (WR-3); Pyrophoric (Pyro); Unstable Reactive 1, 2, 3, or 4 (UR-3)

5-State: description of each material, more than one code may apply

9-Unit: LB = pounds, GA = gallons, CF = cubic feet
P = pure, M = mixture, S = solid, L = liquid, G = gases

10-Storage: type, pressure, and temperature: put combined code in this order on form
Type: A = above ground tank, B = below ground tank, C = tank in building, D = steel drum, E = plastic/nonmetal drum, F = can, G = carboy, H = silo, I = fiber bag, J = bag, K = box, L = cylinder, M = glass bottle/jug, N = plastic bottle/jug, O = toe bin, P = tank wagon, Q = rail car, R = other
Pressure: 1 = ambient (atmospheric), 1 = greater than ambient (atmospheric), 3 = less than ambient (atmospheric)
Temperature: 4 = ambient, 5 = greater than ambient, 6 = less than ambient but not cryogenic, 7 = cryogenic conditions

11-NFPA: Health: 0-4, Fire: 0-4, Reactivity: 0-4, Special: W (water reactive), OX (oxidizer), COR (corrosive), Example: 2-3-0-W