



DC Fire & EMS Department

Office of the Fire Marshal
441 4th Street N.W., Suite 370
Washington, D.C. 20001



PERMITS

Permits shall be obtained from the Fire Marshal Office in accordance with the provisions of the *Fire Prevention Code*. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the code official.

Application for a permit required by the *Fire Prevention Code* shall be made to the code official on a form provided by the code official. Applications for permits shall be accompanied by construction documents, technical information and other information required by the code official for evaluation of the application.

The Fire Marshal shall examine or cause to be examined all applications for permits and amendments thereof within a reasonable time after filing. If the code official is satisfied that the proposed work or operation conforms to the requirements of the *Fire Prevention Code* and all laws and ordinances applicable thereto, the code official shall issue a permit therefore as soon as practicable.

If the application or the construction documents do not conform to the requirements of all pertinent laws, the code official shall notify the applicant in writing, identifying the non-conforming items and the corresponding relevant code sections.

Before a permit is issued, the code official or the code official's designated representative shall make or cause to be made such inspections or tests as are necessary to assure that the use and activities for which application is made comply with the provisions of the *Fire Prevention Code*. **(F-107.4 Inspections and Tests).**

Conditions of Permit

A permit shall constitute permission to maintain, store, or handle materials, or to conduct processes, which produce conditions hazardous to life or property, or to install equipment used in connection with such activities in accordance with the provisions of the *Fire Prevention Code*. Permission shall not be construed as authority to violate, cancel or set aside any of the provisions of the *Fire Prevention Code*. The permit shall remain in effect until revoked, or for the period of time specified on the permit. Permits are non transferable and any change in use, operation or tenancy shall require a new permit.

(F-107.5 Conditions of Permit).

Construction documents approved by the code official are approved with the intent that they comply in all respects with the Fire Prevention Code. Any omissions or errors on the construction documents do not relieve the applicant from having to comply with the *Fire Prevention Code*. **(F-107.6 Approved Construction Documents.)**



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Revocation of Permit. (F-107.7)

The code official shall have the authority to revoke a permit or approval issued under the provisions of the *Fire Prevention Code* if, upon inspection, any significant violation of the code exists, or if conditions of a permit have been violated, or if there has been any substantive false statement or misrepresentation as to material fact in the application, data or plans on which the permit or approval was based.

Lapsed Permit. (F-107-7.1)

Any permit issued shall become invalid if the authorized work or activity has not commenced within six (6) months after issuance of the permit, or if the authorized work or activity has been suspended or abandoned for a period of six months after the authorized work or activity has commenced.

Types of permits.

There shall be two types of permits as follows:

1. Operational permit. An operational permit allows the applicant to conduct an operation or business for which a permit is required by Subsection F-107.10 for either:

- 1.1. A prescribed period.
- 1.2. Until renewed or revoked

- **All required operational permits are subject to a fee. Any permit that requires a plan review is also subject to a plan review fee and may require additional DC fire inspection fees as required.**

2. Installation permit. An installation permit allows the applicant to install or modify systems and equipment for which a permit is required by Subsection F-107.11.

All installation permits are subject to a fee. Any permit that requires a plan review fee and may require additional DC fire inspection fees as required.



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THE DC FIRE CODE PERMIT FEE SCHEDULE

A permit shall not be issued until the established fees have been paid, as follows: **(F-107.8 Payment of Fee).**

PERMIT FEE SCHEDULE

INSPECTION, REINSPECTION AND SUPPLEMENTAL PERMITS:	
Residential inspection (1 and 2 family dwellings) per site visit and per discipline; first re-inspection of each kind of inspection is included in the original permit fee	\$100.00
Commercial inspection per site visit and per discipline; first re-inspection of each kind of inspection is included in the original permit fee	\$150.00
Re-inspection fee applies to second and subsequent required re-inspections due to incomplete or incorrect work) per site visit and per discipline.	(Residential) \$100.00 (Commercial) \$150.00
PERMITS, GENERAL:	
Propane (200 pounds or less)	\$100.00
For each pound in excess of 200 pounds	\$.50
Bonfires/open burning	\$150.00
Open Flame per device	\$150.00
Explosives site permit (dynamite/nitro) (Valid for 45 business days)	\$600.00
Explosives vehicle inspection, per vehicle (Valid for 45 business days)	\$150.00
Fireworks Aerial Display Permit (per occurrence)	\$450.00
Fireworks Retail and Stand Permit	\$250.00
Special Effect and Pyrotechnics Display Permit (per occurrence)	\$250.00
Hot Work Operations	\$150.00
Miscellaneous (minimum fee)	\$150.00



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FUEL STORAGE TANKS:

Fuel storage tanks AST's and UST's), review of shop drawings and Tank installation inspections (up to 3 tanks)	\$250.00
Fuel storage tanks (AST's and UST's), review of shop drawings- Tank removal (up to 3 Tanks)	\$100.00
Above ground storage tank (AST's), annual inspection and registration	\$100.00
PLANS REVIEW: Per Set (Includes all other plans: exhibition, emergency response, evacuation plans, hot work program, special events, site, construction, alley and street closure for more than 90 days.)	\$150.00
REQUEST FOR SERVICES: FIRE INSPECTORS, FIREFIGHTERS, PARAMEDIC OR EMERGENCY MEDICAL TECHNICIAN:	\$65.00 an hour per person, per hour for a minimum of four hours ,
HAZARDOUS MATERIALS MITIGATION FEE: Equipment, materials, supplies and man hours	Replacement cost
USE OF FIRE AND EMS APPARATUS: Use of Engine Companies, Truck Companies, Rescue squads, Rapid Hazardous Material Units, or Fireboats for Parades, Festivals and other Special Events	\$400.00 per hour for a minimum of four hours
Use of Ambulance (either basic life support or advanced life support)	\$200.00 (a minimum of four hours)
Fire watch for D. C. Fire Inspectors	\$260.00 (a minimum of four hours)
Request for expedited Permits	Fees Doubled
Operating without an Approved Permits	Fees Doubled
Re- inspections- All subsequent inspections	Fees Doubled

All Fees shall be paid to the “DC Treasurer”

Checks and Money Orders only, no cash payments.

F-107.9 Types of permits. There shall be two types of permits as follows:

1. **Operational permit.** An operational permit allows the applicant to conduct an operation or business for which a permit is required by Section F-107.10 for either:

- 1.1 A prescribed period.
- 1.2. Until renewed or revoked

All required operational permits are subject to a \$150.00 *fee*. Any permit that requires a plan review is also subject to a \$150.00 plan fee review.

2. **Installation permit.** An installation permit allows the applicant to install or modify systems and equipment for which a permit is required by Section F-107.11.

All installation permits are subject to a \$150.00 fee. Any permit that requires a plan review is also subject to a \$150.00 plan fee review.

F-107.10 Required Operational Permits. The code official is authorized to issue operational permits for the operations set forth in Sections F-107.10.1 through F-107.10.43.

F-107.10.1 Aerosol products. An operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products in excess of 500 pounds (227 kg) net weight.

F-107.10.2 Amusement buildings. An operational permit is required to operate a special amusement building.

F-107.10.3 Aviation facilities. An operational permit is required to use a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles. Additional permits required by other Sections of the *Fire Prevention Code* include, but are not limited to, hot work, hazardous materials and flammable or combustible finishes.

F-107.10.4 Battery systems. An operational permit is required to install stationary lead-acid battery systems having a liquid capacity of more than 50 gallons (189L).

F-107.10.5 Cellulose nitrate film. An operational permit is required to store, handle or use cellulose nitrate film in a Group A occupancy.

F-107.10.6 Combustible dust-producing operations. An operational permit is required to operate a grain elevator, flour starch mill, feed mill, or a plant



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D. C. Fire Code List of Permitted Amounts

TABLE F-107.1 0.18
PERMIT AMOUNTS FOR HAZARDOUS MATERIALS

TYPE OF MATERIAL	AMOUNT
Combustible liquids	See Section 107.10.14
Corrosive materials	
Gases	See Section 107.10.8
Liquids	55 gallons
Solids	1,000 pounds
Explosive materials	See Section 107.10.13
Flammable materials	
Gases	See Section 107.10.8
Liquids	See Section 107.10.14
Solids	100 Pounds
Highly toxic materials	
Gases	See Section 107.10.8
Liquids	Any amount
Solids	Any amount
Oxidizing materials	
Gases	See Section 107.10.8
Liquids	
Class 4	Any amount
Class 3	1 gallon
Class 2	10 gallons
Class 1	55 gallons
Solids	
Class 4	Any amount
Class 3	10 pounds
Class 2	100 pounds
Class 1	500 pounds
Organic Peroxides	
Liquids	
Class 1	Any amount
Class II	Any amount
Class III	1 gallon ^a
Class IV	2 gallons
Class V	No permit required
Solids	
Class 1	Any amount
Class II	Any amount
Class III	10 pounds ^b
Class IV	20 pounds
Class V	No permit required



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Pyrophoric materials	
Gases	Any amount
Liquids	Any amount
Solids	Any amount
Toxic materials	
Gases	See Section 107.10.8
Liquids	10 gallons
Solids	100 pounds
Unstable (reactive) materials	
Liquids	
Class 4	Any amount
Class 3	Any amount
Class 2	5 gallons
Class 1	10 gallons
Solids	
Class 4	Any amount
Class 3	Any amount
Class 2	50 pounds
Class 1	100 pounds
Water-reactive materials	
Liquids	
Class 3	Any amount
Class 2	5 gallons
Class 1	55 gallons
Solids	
Class 3	Any amount
Class 2	50 pounds
Class 1	500 pounds

For SI: 1 gallon = 3.785 L, 1 pound = 0.454 kg

- a. 20 gallons when Table 2703.1.1 (1) Note k applies and hazard identification signs in accordance with Section 2703.5 are provided for quantities of 20 gallons or less.
- b. 200 pounds when Table 2703.1.1 (1) Note k applies and hazard identification signs in accordance with Section 2703.5 are provided for quantities of 200 pounds or less.

NOTE:

A PERMIT GRANTS THE DC FIRE & EMS DEPARTMENT'S FIRE PREVENTION DIVISION THE RIGHT TO ALWAYS KNOW WHAT, WHEN, AND HOW A PARTICULAR OPERATION CONSISTING OF FIRE RELATED HAZARDS WILL TAKE PLACE. IF ANY PERSON REVIEWING THIS INFORMATION SHOULD REQUIRE FURTHER ASSISTANCE, PLEASE CONTACT THE DC FIRE & EMS DEPARTMENT'S FIRE PREVENTION DIVISION AT: **(202) 727-1600**.



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DCFEMS OPERATIONAL PERMIT APPLICATION REQUIRMENTS

The Fire Prevention Division of the DC Fire & EMS Department is responsible for the issuance of a large number of safety permits each year within the District of Columbia. The purpose of these permits is to ensure the safe use and handling of the permitted products, which could otherwise have a hazardous affect on the environment and surrounding community.

NOTE: Applications for all permits must be made within five business days of the event being performed with the only exception given to fireworks aerial Displays, these events require a minimum of 30 days advance notice.

The five (5) most common types of permits that this office encounters on a daily basis are listed below:

- Propane (Vending, Roofing, etc.)
- Open Flame (Bon Fires, Welding, etc.)
- Blasting! Explosives (Construction Sites)
- Pyrotechnics (Indoor Displays)
- Fire Works (Outdoor Aerial Displays, Stands, etc.)

The Fees associated with the permits listed are in the DC fire Code Permit Fee Schedule:

THE PERMIT INSPECTION PROCESS



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The following section informs the reader of the important documentation required for submittal with the various types of permit request applications for approval.

Applicants applying for fireworks permits must present the following items prior to the approval of said application

Aerial Displays (Outdoors)

1. A permit request application with the proper areas completed 30 days prior to the event. (Obtainable from the DC Fire Marshal's office located at 441 4th Street NW Suite 370, Washington, DC 20001)
2. A service request application, requesting the presence of two (2) inspectors on site during the shoot. (Obtainable from the DC Fire Marshal's Office located at 441 4th Street NW Suite 370, Washington, DC 20001)
3. A check for the appropriate amount made payable to the DC Treasurer.
4. Proper insurance documentation. One million dollars minimum coverage.
5. A copy of the Pyrotechnic shooters license that grants the bearer permission to use live pyrotechnics.
 - (State and/or Federal ATF license)
6. A copy of the shooters experience resume. (Shooter must be at least 21 yrs of age)
7. The names and ages of all assistance that will be present. (Must be at least 18 yrs of age)
8. A site plan of the event showing the exact location of the fireworks during the event and fallout zones in relation to all spectator areas and important structures.
9. A list of devices that will be used during the shoot and their material safety data sheets (MSDS).
10. A service request application, requesting the presence of two (2) inspectors on site during the shoot. (Obtainable from the DC Fire Marshal's Office)
11. Written documentation that includes the following information:
 - **Date and time of the event.**
 - **Point of contact with valid phone numbers.**
 - **A device list showing the number and kinds of products that will be discharged during the display.**



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- **If applicable, the manner and place of storage within the city for the fireworks prior to delivery to the discharge site.**

Note: The following section applies only to aerial outdoor fireworks displays:

All insurance documentation shall be forwarded to the Office of the Corporation Counsel for a validity review. The member of the Fire Prevention Technical Section who processes the application shall make the submittal. . At no time shall any aerial fireworks display permit be issued prior to receiving a returned written response from the Office of the Corporation Counsel OCC. This is the purpose for the 30-day advance notice.

Note: Permits will be issued on site the day of the event after site safety inspection.

Pyrotechnics Displays (Indoors/ Outdoors)

1. Permit request application with the proper areas completed at least 14 days prior to the event. (Obtainable from the DC Fire Marshal's Office located at 441 4th Street NW Suite 370, Washington, DC 20001)
2. A service request application, requesting the presence of two (2) inspectors on site during the shoot. Obtainable from the DC Fire Marshal's Office located at 441 4th Street NW Suite 370, Washington, DC 20001)
3. Check for the appropriate amount made payable to the DC Treasurer.
4. Proper insurance documentation- One million dollars minimum coverage.
5. A copy of the Pyrotechnic shooters license that grants the bearer permission to use live pyrotechnics.
 - (State and/or Federal ATF license)
6. A copy of the shooters experience resume. (Shooter must be at least 21 yrs of age)
7. The names and ages of all assistance that will be present. (Must be at least 18 yrs of age)
8. A site plan of the event showing the exact location of the fireworks during the event and fallout zones in relation to all spectator areas and important structures.
9. A list of devices that will be used during the shoot and their material safety data sheets (MSDS).
10. A service request application, requesting the presence of two (2) inspectors on site during the shoot. (Obtainable from the DC Fire Marshal's Office)
11. Written documentation that includes the following information:
 - Any pertinent facts about the show
 - (Dates, times, venue, product route of travel, product storage areas, etc.)
 - Point of contact with a valid phone number

Note: Permits are issued the day of the event after site safety inspection.



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Blasting and Explosives

Applicants applying for blasting permits or permits to transport explosives must present the following items prior to the approval of said applications:

1. An Application for Construction on Private Property (obtainable from the Department of Consumer and Regulatory Affairs located at 941 North Capitol Street NE, Washington, DC 20001).
2. A permit request application with the appropriate areas completed (Obtainable from the DC Fire Marshal's Office located at 441 4th Street NW Suite 370, Washington, DC 20001).
3. A check for the appropriate amount made payable to the DC Treasurer. (See fee schedule!)
4. Vehicle information (Registration and tag numbers, Color, make, model, and year)
5. Written documentation illustrating the type and quantity of explosives, the location in which the explosives are to be used, the route of transportation in which the explosives will travel through the city (As approved by the Fire Marshals Office), proposed times for product travel/ movement, and a blasting time schedule. Note: This information will be kept confidential.
6. Proper Insurance Documentation-Minimum One million dollars coverage.
7. Copy of all State and Federal licensing that qualifies applicant to handle and use explosive. (Must be 21 years of age).

Applicants applying for blasting permits or permits to transport explosives must present the following items prior to the approval of said applications

8. An Application for Construction on Private Property (obtainable from the Department of Consumer and Regulatory Affairs).
9. A permit request application with the appropriate areas completed (Obtainable from the DC Fire Marshal's Office).
10. A check for the appropriate amount made payable to the DC Treasurer.
11. Vehicle information (Registration and tags number)
12. Written documentation illustrating the type and quantity of explosives, the location in which the explosives are to be used, the route of transportation in which the explosives will travel through the city (as-approved by the Fire Marshal's Office), proposed times for product travel/ movement, and a blasting time schedule. Note: This information will be kept confidential.
13. Proper Insurance Documentation.
14. Copy of all licensing that qualifies applicant to handle and use explosive (Must be a minimum of 21 years of age).



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Important Additional Blasting and Explosives Information

- a) A fire department permit is required for the following place and items when performing blasting operations within the District of Columbia:
- The site in which the blasting will take place
 - The vehicle carrying the explosives
 - The vehicle carrying the blasting caps
- b) A Vehicle safety inspection shall be performed by the DC Fire Marshal's office Hazmat Inspections Branch at a predetermined location, date, and time to ensure compliance with NFPA 495 before permits are issued. Usually this inspection will take place on the grounds of the DC Fire & EMS Department's Training Academy located at 4600 Shepherd Parkway SW, Washington, DC.
- c) Permits (Vehicle and site) are valid for only 45 business days and must be renewed a minimum of 72 hours before the expiration date.
- d) All explosives and blasting agent vehicles will be escorted from the DC boarder to the approved location during the movement of said explosives by the authority having jurisdiction (ARJ).
- e) Section 3301.5 (Supervision) of the 2006 International Fire Code as adopted into law by the District of Columbia, authorizes the code official (Fire Marshal's Office) to require operations to be supervised at any time in order to determine compliance with safety and fire regulations.

A PERMIT GRANTS THE DC FIRE & EMS DEPARTMENTS FIRE PREVENTION DIVISION THE RIGHT TO ALWAYS KNOW WHAT, WHEN, AND HOW A PARTICULAR OPERATION CONSISTING OF FIRE RELATED HAZARDS WILL TAKE PLACE. IF ANY PERSON REVIEWING THIS INFORMATION SHOULD REQUIRE FURTHER ASSISTANCE, PLEASE CONTACT THE DC FIRE & EMS DEPARTMENTS FIRE PREVENTION DIVISION AT (202) 727-1600.

Pyrotechnics

When the need should arise for a member of the DC Fire and EMS Department's Fire Prevention Division to perform a compliance inspection for an event that involves the use of live pyrotechnics, the following information shall be used as a guide to ensure public safety.

In relation to the pyrotechnic materials and devices ensure the following:

1. Proper and current license is in the possession of the shooter
2. Permit is on site
3. Receive on site briefing on proposed device use sequences (what point of the event are they going to be activated)
4. Proper ventilation (ventilation system shall be operational and activated to clear smoke and after effects from the premises)
5. No smoking shall take place within 25' of area where pyrotechnics are located.
6. **"No Smoking Live Pyrotechnics"** signs shall be posted



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7. Storage is not within 50' of any heat source or open flame
8. Pyrotechnic devices shall not be fired within 15' of the audience
9. Concussion mortars (exploding sound device) shall not be fired within 25' of the audience.
10. In relation to the electrical components of the pyrotechnics ensure the following:
 - All cords and connections are in good condition “ Appropriate power supply is present
 - **Pyrotechnic firing board or mechanism is in good working order**
 - Firing board or mechanism is manned at all times that live pyrotechnics are connected.
 - **In relation to flame proofing ensure the following:**
 - All set and scenic materials appropriately treated for flame retardant
 - All untreated materials shall be removed from the location of the pyrotechnics
11. In relation to access ensure the following:
 - Fire lane is kept clear
 - Hydrants if present are not blocked
 - Fire department connections are kept clear
 - Standpipe connections are kept clear
 - Fire suppression in good working condition (if applicable)
 - Fire extinguishers are provided, a minimum of two (2) are required (all extinguishers must remain on site until all pyrotechnics are removed)
 - Warning lights (red beacons or strobes) are present around the locations where the live pyrotechnics are present to alert personnel when firing will take place.
12. In relation to exits ensure the following:
 - All designated exits are kept clear
 - All exits are visible



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Propane Permits

Propane permit applicants must present the following items prior to the approval of said applications:

Propane for Vending Use (Street Festivals)

1. A permit request application with appropriate areas completed. (Obtainable from the DC Fire Marshal's Office)
2. A check or money order for the appropriate amount made payable to the DC Treasurer.
3. A site plan that shows the actual location of the vending operation, this plan shall also include information showing the locations of all fire extinguishers and how the propane will be secure while on site.
4. There shall be not more than 100 lbs . of propane per vendor on a site at anyone time. Note: Vending permits are issued upon inspection of the approved site.

Propane for Vending Use (Street side Carts & Trailers)

1. A permit request application with appropriate areas completed. (Obtainable from the DC Fire Marshal's Office)
2. A check for the appropriate amount made payable to the DC Treasurer.
3. A copy of a valid registration for the vehicle that will be engaged in the vending.
4. A copy of a valid vendor's License.
5. A copy of a State issued identification card. (Drivers License or Non Drivers ID)

Note: Vending permits will only be issued to those who fully comply with the above.



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Propane for Roofing Use

1. A permit request application with appropriate areas completed. (Obtainable from the DC Fire Marshal's Office)
2. A check or money order for the appropriate amount made payable to the DC Treasurer.
3. Written documentation on how the propane is to be used or handled in accordance with the particular roofing job being performed. The following contents shall be included in this documentation:
 - A description of the propane storage area
 - Any specifics on specialized equipment being used
 - A description of the cylinder changing procedures
 - The method that will be used for the detection of cylinder leaks
 - The location of all required fire extinguishers.
 - A site plan showing a layout of the job site.

Note: Roofing permits are issued upon inspection of the approved site.

Open flame permit applicants must present the following items prior to the approval of said applications:

Bon Fires

1. A permit request application with the appropriate areas completed. (Obtainable from the DC Fire Marshal's Office)
2. A check or money order for the appropriate amount made payable to the DC Treasurer.
3. A site plan illustrating the actual location on the property where the event will take place.
4. A written letter stating that the fire extinguishers, water hoses, or some other extinguishing agent's will be present during the presence of the open flame.
 - This letter shall also include any other pertinent information deemed necessary to facilitate approval. (Fire watch etc.)
5. Applicants applying for bon fire permits must also include the following information in their written letter:
 - The fact that the fire will only be 5X5X5 feet
 - The selected area will be 50' from any structure
 - Only seasoned dried wood will be used for the fire
 - That someone will be remaining on the site for at least 30 minutes after the event to ensure proper extinguishment. (This regulation also applies to welding operations.)
6. DOH air quality authorization is required prior notification and approval.

Note: Open flame permits are issued upon inspection of the approved operation.