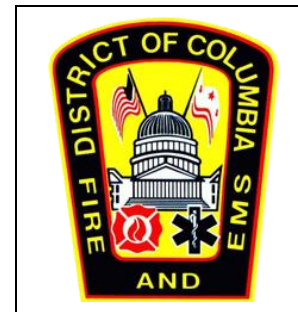


WASHINGTON DC FIRE & EMS DEPARTMENT

FIRE PREVENTION DIVISION – GENERAL ORDER



Subject: Propane Gas Permits	General Order: 603
Section: Plans and Permits Branch	Date of Issue: April 24, 2017
Authority: DCMR 12, Chapter 12H, Section F-105.6 Fire Prevention Code Supplement	Date of Expiration: Until Removed

I. SCOPE

The information contained in this document is intended for all applicants making application to the DC Fire & EMS Department Fire Prevention Division for propane use permits.

II. PURPOSE

The intent of this general order is to educate the applicant on the process for applying for an operational permit for the use of liquefied petroleum gas (LPG) as required by the Fire Code, Section F-105.6.

III. DEFINITIONS

LPG- Liquefied Petroleum Gas- A material which is composed predominantly of the following hydrocarbons or mixtures on them: propane, propylene, butane (normal butane or isobutene), and butylenes.

IV. POLICY

The policy of the Fire Marshal's Office is to handle requests for operational permits for the use and installation of LP gas in the most efficient and courteous manner possible and without delay, while ensuring the safety of the public, operators, and inspectors and in accordance with all applicable laws, codes and standards.

V. PROCEDURE

Propane is the most common form of LP-Gas that is permitted in the District of Columbia. The use of butane is increasing as many vendors are using the smaller devices for outdoor events. Both are regulated and permitted the same way.

A. Street Vending (Mobile Food Trucks and Stationary Carts)

Street food vending is an activity that takes place throughout the District of Columbia providing food products for sale to the public. Food vending vehicles take many forms. They are as small as 6 x 4 feet cart, and as large as 20 x 8 feet in size food truck. The tank size requests are normally 20 lbs. (1 or 2 tanks).

To apply for a propane/ LP gas permit for food vending do the following:

1. Completed a permit application online at fems.dc.gov. Pay all applicable fees. Payments can be made with a major credit card. Visit: fems@dc.gov
2. Applications for permits can also be made in person by visiting our permit center desk (booths 31 and 32) located at 1100 4th Street SW 2nd Floor DCRA Permit Center. Check or money order payments are accepted in our permit center.
3. With all propane permit applications (online or in person), a copy of the following items shall be submitted by the applicant:
 - Valid registration for the vehicle/trailer that will be engaged in the vending.
 - Valid DC Vendor's License issued through the Department of Consumer and Regulatory Affairs.

Note: Permits will be issued after a satisfactory site inspection, where required.

B. Outdoor Heating (Patios and Membrane Tents Structures)

Outdoor heating is an activity which takes place throughout the District of Columbia during the colder months at assembly occupancies usually, restaurants and bars use the patio heaters on their outdoor cafes.

Requests for heating are also received during the colder months for assembly events in tents. An approved DCRA permit for the tent structure must be presented prior to processing the request.

1. Completed a permit application online at fems.dc.gov. Pay all applicable fees. Payments can be made with a major credit card.
2. Applications for permits can also be made in person by visiting our permit center desk (booths 31 and 32) located at 1100 4th Street SW 2nd Floor DCRA Permit Center. Check or money order payments are accepted in our permit center.
3. Documentation that the activity is properly permitted (DDOT, DCRA, or other authorizing agency).
4. A site plan showing a layout of the site and including:
 - a. The location of fire extinguishers.
 - b. Egress components.
 - c. Any documents on specialized equipment being used.
 - d. A description of the cylinder changing procedures.

Note: Permits will be issued after a satisfactory site inspection, where required.

C. Construction Heating :

The building boom continues in the District of Columbia. Contractors pour concrete throughout the colder months and need to keep those sections of the new construction to a moderate temperature for curing. Heating devices fueled by propane are found on many of these construction sites.

1. Completed a permit application online at fems.dc.gov. Pay all applicable fees. Payments can be made with a major credit card.
2. Applications for permits can also be made in person by visiting our permit center desk (booths 31 and 32) located at 1100 4th Street SW 2nd Floor DCRA Permit Center. Check or money order payments are accepted in our permit center.
3. Provide a scope of work and site plan showing a layout and including:
 - a. The location of fire extinguishers.
 - b. A description of the propane storage area (corral).
 - c. Any documents on specialized equipment being used (Cut sheets for the heating devices).
 - d. A description of the cylinder changing procedures (**No filling of bottles on site**).
 - e. Must have “**No Smoking**” signs posted.

Note: Permits will be issued after a satisfactory site inspection, where required.

D. Special Events :

1. Completed a permit application online at fems.dc.gov. Pay all applicable fees. Payments can be made with a major credit card.
2. Applications for permits can also be made in person by visiting our permit center desk (booths 31 and 32) located at 1100 4th Street SW 2nd Floor DCRA Permit Center. Check or money order payments are accepted in our permit center.
3. Requirements for vendors utilizing propane during special events:
 - a. Limit of 200 lbs. per vendor, per space (Normal space 10 x10 feet)
 - b. Documentation that any tent/canopy to be utilized has the proper fire resistance certification.
 - c. A properly charged and certified extinguisher available for immediate use (minimum 2A 10BC or type K for cooking oil only) for each cooking location.
 - d. Tanks must be secured in a fashion as to prevent damage from tipping over or other means.
 - e. **No changing of tanks during the event.** Multiple tanks must be manifolded.

- f. Must have “**No Smoking**” signs posted.
4. Coordination with the event organizer for a site plan and service request if required.

Note: Permits will be issued after a satisfactory site inspection, where required.

E. Roofing:

Propane fueled devices utilized in roofing operations presents

1. Completed a permit application online at fems.dc.gov. Pay all applicable fees. Payments can be made with a major credit card.
2. Applications for permits can also be made in person by visiting our permit center desk (booths 31 and 32) located at 1100 4th Street SW 2nd Floor DCRA Permit Center. Check or money order payments are accepted in our permit center.
3. The requirements for propane used in roofing operations is as follows:
 - a. Tanks must be secured in a fashion as to prevent damage from tipping over or other means.
 - b. Tanks not connected for used shall not be store on rooftops.
 - c. A properly charged and certified extinguisher available for immediate use (Minimum 2-A 30-B:C)
4. Propane use in roofing operations is in conjunction with the Hot Work Operations permit that is also required. The total amount of propane use is priced according to the current fee schedule in Section F-107.8 of DCMR 12H, 2008 Construction Code Supplement.

Note: Permits will be issued after a satisfactory site inspection, where required.

All questions relating to propane gas permits shall be forwarded to:

**District of Columbia
Fire & Emergency Medical Services Department
Fire Prevention Division
1100 4th Street SW Suite E700
Washington, DC 20024
(202) 727-1614**