

**\$100 ANNUAL OPERATIONAL PERMIT FEE**

**Freeport Fire & EMS Department  
Office of the Fire Marshal**

**Propane Exchange  
Operational Permit Application**

An annual permit is required in accordance with Section 105.6 of the 2015 International Fire Code for the operation of a Liquefied Propane Gas (LPG) consumer exchange program.

**Date of Application:** \_\_\_\_\_

**Business Name and Location**

**Name** \_\_\_\_\_

**Address:** \_\_\_\_\_  
**Street Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Business Phone Number:** \_\_\_\_\_ **Mobile/Cell:** \_\_\_\_\_

**PERMITTING REQUIREMENTS**

1. Provide a Site Plan with this application to indicate the location(s) of all exchange cages.
2. Indicate the total number of tanks and size of the tanks.

**LIST OF THE OPERATIONAL REQUIREMENTS CAN BE FOUND ON THE BACK.**

Any change, modification, or addition from the conditions of this permit must be reviewed for modifications and impact upon the permit conditions.

This permit must be clearly posted in conspicuous place, or as mandated by a Fire Code Official, and available upon request.

Failure to comply with the provisions of this permit, or when a violation is found by inspection, will result in revocation of this permit and/or issuance of a citation.

I, (*Print Name*) \_\_\_\_\_ have read and understand the permit conditions for approval of this permit. I also understand that any variances to the conditions without the approval from the Office of the Fire Marshal may result in a failed inspection, and additional fees and/or citations assessed in accordance with the City of Freeport Codes and Ordinances.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**OFFICIAL USE ONLY**

**\$100 Permit Fee Paid:** \$ \_\_\_\_\_

**Received By:** \_\_\_\_\_

## **LIQUEFIED PROPANE GAS (LPG) CONSUMER EXCHANGE**

1. Cages shall be located at least 20 feet from openings into buildings, fuel dispensing devices, or any portion of a building used as a means of egress.
2. Cages shall be located at least 10 feet from the public way and fire lanes.
3. Cages shall be located a minimum of 3 ft. from any exterior wall.
4. No Smoking signs shall be posted at the cages and within 25 ft.
5. NFPA 704 diamond shall be posted on each cage.
6. Bollard protection in accordance with Section 312.
  - a. 4 inch steel pipes filled with concrete.
  - b. Spaced no more than 4 ft. apart.
7. Cages shall be kept free of combustible materials for a distance of 10 ft. on all sides.
8. Cages shall be lockable and tamper proof.
9. Signs indicating exchange procedures, company name and 24 hour contact shall be posted.

*Above list is not all-inclusive and is provided for information and guidance only.*