



# HARRIS COUNTY FIRE CODE

## *Standard*



*This standard clarifies Harris County's policies and interpretations for Operation Permits.*

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**Subject:** Operational Permits

**Revised** February 1, 2021

**Purpose:** Operational permits are required under the 2018 International Fire Code, Section 105.6, as adopted by Harris County Commissioners Court for the unincorporated areas of Harris County. The operational permit, when issued, allows the applicant to legally conduct the operation or business permitted for a period of time. It should be noted that all applicants for operational permits should determine if the property requiring an operational permit is in unincorporated Harris County or a municipality prior to making application.

**Requirements:** Each operational permit will be issued once an application has been completed appropriately, and all applicable documents have been uploaded. Some operational permits will not be issued until an inspection is passed however, the submission of an application for an operational permit does subject the operation or business to inspections from the Fire Marshal's Office.

Applications will be completed electronically, and all required documentation shall be uploaded electronically. There shall be no paper submissions for operational permits. Permit application shall be completed and submitted through the Harris County E-permits system, <https://epermits.harriscountytexas.gov/>. Once the application is received along with all required documentation, the Fire Code Official will conduct a review, and schedule an inspection if required. When the permit process is complete, and authorization is given, the applicant will be notified that the permit is issued, and the duration of the permit will be indicated for renewal.

All operational permit application will begin with generalized information requirements. This information will pertain to the business owner, operator, applicant, address, etc. Furthermore, all permit applications will require a written statement describing the operation or business to be permitted. Once the applicant completes the generalized information, a choice will be made for which type of permit will be needed. There are some businesses which will require multiple permits and an application will need to be completed for each type of operational permit. When a choice is made of which operational permit is being applied for, the applicant will be directed to additional questions as well as asked for documentation to be uploaded. The specifics for each type of permit is listed below. It should be noted that this standard is written to give generalized information about operational permits and upon review of any application, additional information may be requested prior to the approval of any permit.

**Aerosol Products (105.6.1)** – Aerosol Products operational permit is required to manufacture, store or handle an aggregate quantity of Level 2 or Level 3 aerosol products more than 500 pounds net weight. All Aerosol Products shall also meet the requirements of the Hazardous Materials Operation Permit if quantities or contents classify them as a Hazardous Materials. If not classified as Hazardous Materials the storage of aerosol products must meet the requirements for the Aerosol Products operational permit and shall be renewed on an annual basis. Aerosol products are defined by the adopted code as, a combination of a container, a propellant and a material that is dispensed. Aerosol products shall be classified by means of the calculation of their chemical heats of combustion and shall be designated Level 1, Level 2 or Level 3.

- Level 2 aerosol product: Those with a total chemical heat of combustion that is greater than 8,600 Btu/lb (20 kJ/g), but less than or equal to 13,000 Btu/lb (30 kJ/g).
- Level 3 aerosol product: Those with a total chemical heat of combustion that is greater than 13,000 Btu/lb (30kJ/g).

When applying for or renewing an Aerosol Products operational permit the applicant shall provide the following information:

- Written statement certifying compliance with Chapter 51 and all other applicable chapters of the adopted fire code as well as all other applicable codes and standards;
- Site/Floor plan for all buildings containing aerosol products including all exits, fire protection panel and riser locations, location and storage configuration of all aerosol products;
- Copy of inventory lists for all products packaged in aerosol form;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Amusement Buildings (105.6.2)** – Special Amusement Building operational permit is required due to the safety concerns as they pertain to the ability of occupants to readily exit in the event of an emergency. Amusement building operational permits shall be renewed annually or if the pathway or movement through the building changes. Special Amusement Building is defined by the adopted code as, a building that is temporary, permanent or mobile that contains a device or system that conveys passengers or provides a walkway along, around or over a course in any direction as a form of amusement arranged so that the egress path is not readily apparent due to visual or audio distractions or an intentionally confounded egress path, or is not readily available because of the mode of conveyance through the building or structure. When applying for or renewing a special amusement building permit the applicant shall provide the following information:

- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- A drawing/plans of building including all entrance and exits, location of exit routes, locations of fire protection system panels and risers, etc.
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Aviation Facilities (105.6.3)** – An operational permit is required to use a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles. Aviation facilities require special permitting because of the highly flammable and combustible products utilized in aviation repairs and fueling. Aviation facility permits shall be renewed every three (3) years. Additional permits may be required by other sections of this code including, but are not limited to, hot work, hazardous materials and flammable or combustible finishes. When applying for or renewing an aviation facility operational permit the applicant shall provide the following information:

- A drawing/plans of building including all entrance and exits, location of exit routes, locations of fire protection system panels and risers, etc.
- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- Information on type of fire alarm system installed and last inspection date;

- Information on the installed sprinkler system and last inspection date;

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Carnivals and Fairs (105.6.4)** – An operational permit is required to conduct a carnival or fair. Carnivals and Fairs will be permitted as a Special Event. See Special Events Operational Permit.

**Cellulose Nitrate Film (105.6.5)** – An operational permit is required to store, handle or use cellulose nitrate film in a Group A occupancy. Cellulose nitrate film permits shall be renewed every two years. When applying for or renewing a cellulose nitrate film operational permit the applicant shall provide the following information:

- Certified Statement that the storage and use of cellulose nitrate film is in compliance with the International Building Code section 409, 2018ed., International Fire Code Section 306, 2018ed., and National Fire Protection Association (NFPA) Standard 40 – Standard for the Storage and Handling of Cellulose Nitrate Film, 2016ed.

**Combustible Dust-producing Operations (105.6.6)** A Combustible dust-producing operational permit is required to operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, wood finishing, or other operations producing combustible dusts. Combustible dust-producing permits shall be renewed on an annual basis. Combustible Dust is defined by the approved code as, finely divided solid material which is 420 microns or less in diameter and which, when dispersed in air in the proper proportions, could be ignited by a flame, spark or other source of ignition. Combustible dust will pass through a U.S. No. 40 standard sieve. When applying for or renewing a Combustible dust-producing operational permit the applicant shall provide the following information:

- Detailed written description of the on-site operation;
- Diagram or layout of the building(s) including all entrance and exits, location of exit routes, square footage of building, location of all dust collectors, locations of fire protection system panels and risers, location of all fire extinguishers, etc.;
- An overall site plan showing the layout of the site (Outdoor Site), indicating the location of all dust collectors;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date;
- Written documentation identifying the CFM and type of dust collector;
  1. Cyclonic,
  2. Enclosure-less,
  3. Bag House;
- Identify the method of the exhaust ventilation;
- Written documentation identifying the CFM and method of exhaust ventilation of dust collector,

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Combustible Fibers (105.6.7)** - A Combustible fibers operational permit is required for the storage and handling of combustible fibers in quantities greater than 100 cubic feet. A permit is not required for agricultural storage as defined by this code. Combustible fibers permits shall be renewed on an annual basis. Combustible Dust is defined by the approved code as, readily ignitable and free-burning materials in a fibrous or shredded form, such as cocoa fiber, cloth, cotton, excelsior, hay, hemp, henequen, istle, jute, kapok, oakum, rags, sisal, Spanish moss, straw, tow, wastepaper, certain synthetic fibers or other like materials. This definition does not include

densely packed baled cotton. When applying for or renewing a Combustible fibers operational permit the applicant shall provide the following information:

- Written SOP, policy and/or procedures stating:
  - That ashes, waste, rubbish or sweepings shall not be placed in wood or other combustible receptacles and shall be removed daily from the structure;
  - grass or weeds shall not be allowed to accumulate at any point on the premises;
  - loose combustible fibers in quantities of not more than 100 cubic feet located in a structure shall be stored in a metal or metal-lined bin equipped with self-closing cover;
  - loose combustible fibers, not in suitable bales or packages and stored outdoors in the open or housed, shall not be stored within 100 feet of any structure;
  - baled combustible fibers shall be limited to single blocks or piles not more than 25,000 cubic feet in volume, not including aisle or clearances. Blocks or piles of baled fiber shall be separated from adjacent storage by aisles not less than 5 feet wide, or by flash-fire barriers constructed of continuous sheets of non-combustible material extending from the floor to a minimum height of 1 foot above the highest point of the piles and projecting not less than 1 foot beyond the sides of the pile;
  - sisal and other fibers in bales bound with combustible tie ropes, jute and other fibers that swell when wet, shall be stored to allow for expansion in any direction without affecting building walls, ceilings or columns. A minimum clearance of 3 feet shall be required between walls and sides of piles, except that where the storage compartment is not more than 30 feet wide, the minimum clearance at side walls shall be 1 foot, provided that a center aisle not less than 5 feet wide is maintained;
- A site/building plans of building including all entrance and exits, location of exit routes, locations of fire protection system panels and risers, location of /type (4-A) fire extinguishers;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Compressed Gases (105.6.8)** - An operational permit is required for the storage, use or handling at *normal temperature and pressure* (NTP) of *compressed gases* in excess of the amounts listed in Table 105.6.8 of the adopted code. **Exception:** Vehicles equipped for and using *compressed gas* as a fuel for propelling the vehicle. Compressed gases will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Covered and Open Mall Buildings (105.6.9)** – An operational permit is required for:

- The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall.
- The display of liquid- or gas-fired equipment in the mall.
- The use of open-flame or flame-producing equipment in the mall.

Covered or open mall facility permits shall be renewed annually or any time that kiosks or displays move in and out of the mall area. When applying for or renewing a covered or open mall facility operational permit the applicant shall provide the following information:

- Information on type of fire alarm system installed and last inspection date;

- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date;
- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, 2018ed.;
- A drawing/plans of building including all entrance and exits, location of exit routes, locations of fire protection system panels and risers, identifiers for each suite including business name and suite number for each suite and location of all displays and kiosks.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Cryogenic Fluids (105.6.10)** - An operational permit is required to produce, store, transport on site, use, handle or dispense *cryogenic fluids* in excess of the amounts listed in Table 105.6.10 of this code. **Exception:** Permits are not required for vehicles equipped for and using *cryogenic fluids* as a fuel for propelling the vehicle or for refrigerating the lading. Cryogenic fluid is defined by the approved code as, a fluid having a *boiling point* lower than -130°F (-89.9°C) at 14.7 pounds per square inch atmosphere (psia) (an absolute pressure of 101.3 kPa). Cryogenic fluids will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Cutting and Welding (105.6.11)** - An operational permit is required to conduct cutting or welding operations within the jurisdiction. Cutting and welding will be permitted under the Hot Works Operational Permit. See Hot Work Operational Permit.

**Dry Cleaning (105.6.12)** Dry Cleaning operations require an operational permit to engage in the business of dry cleaning or to change to a more hazardous cleaning solvent used in existing dry-cleaning equipment. Dry cleaning is defined by the approved code as, the process of removing dirt, grease, paints and other stains from such items as wearing apparel, textiles, fabrics and rugs by use of nonaqueous liquids (solvents). Dry cleaning permits shall be renewed on an annual basis. When applying for or renewing a Dry-cleaning operational permit the applicant shall provide the following information:

- Written documentation showing compliance with Chapter 21 of the current adopted fire code and NFPA 32;
- An up-to date copy of product information for all dry-cleaning solvents and a listing of quantities on-site;
- An up-to date copy of maintenance and operating practices to prevent leakage or accumulation of lint;
- If spotting or pre-treating operations occur, a letter of compliance with Chapter 21 Section 2106 of the current adopted fire code;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date;
- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- A drawing/plans of building including all entrance and exits, location of exit routes, locations of fire protection system panels and risers, etc.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Exhibits and Trade Shows (105.6.13)** – An operational permit is required to operate exhibits and trade shows. Exhibits and trade shows will be permitted as a Special Event. See Special Events Operational Permit.

**Explosives (105.6.14)** - An explosive operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56 of the 2018 IFC. Firework displays and use of pyrotechnic or flame effects for entertainment purposes shall be permitted under pyrotechnic special effects material operational permit. Temporary retail sites which move into or open only during the approved firework sales seasons shall not be required to obtain an explosives operational permit. Those firework retail sites which store fireworks while building is not open for retail sales shall be required to obtain this operational permit. Explosive operational permits shall be renewed annually. When applying for or renewing an Explosive operational permit the applicant shall provide the following information:

**Storage:**

- Written details listing the types and amounts of explosives, blasting agents, smokeless powder or pyrotechnic devices and their intended uses;
- Copy of the proof of public liability insurance or a corporate surety bond in the amount of \$100,000;
- Written statement certifying compliance with Chapter 56 of the adopted fire code and other applicable codes and standards:
  - NFPA 495 – Explosive Materials Code,
  - NFPA 1123 – Code for Fireworks Display,
  - NFPA 1124 – Code for the Manufacturing, Transportation, and Storage of Fireworks and Pyrotechnic Articles;
- Site map including the magazine(s), other structures, property lines, locations of structures on other neighboring properties, and distance measurements between all structure locations from the magazine(s) as well as listings for each magazine for products, and quantities stored.

**Manufacturing, Assembly, and Testing:**

- Copy of emergency plans for approval by the Fire Code Official;
- Copy of records of emergency drills and employee training records;
- Copy of hazardous materials management plans (HMMP);
- Copy of hazardous materials inventory statement (HMIS);
- Site plan including all buildings, magazines, and other structures with distance measurements;
- Written statement certifying compliance with Chapter 56 of the adopted fire code and other applicable codes and standards.

**Small Arms Ammunition and Small Arms Components:**

- Site plans including location of all storage including quantities and storage configuration;
- Written statement certifying compliance with Chapter 56 of the adopted fire code and other applicable codes and standards.

**Blasting:**

- Written plan for the blasting operation including a site plan with blasting locations noted;
- Written safety and emergency plan to include notification to the responding fire department and identifying who with the fire department received notice;
- Copy of the proof of certificate of insurance or bond in such form, amount, and coverage as determined by the Harris County Attorney's Office to be adequate in each case to indemnify Harris County against any and all damages arising from permitted blasting;

- Written misfire procedures;
- Written Post-blast procedures;
- Copy of all licenses or certifications.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Fire Brigades (105.6.15)** – (Reserved)

**Fire Hydrants and Valves (105.6.16)** – Fire hydrants on public water mains are operated and maintained by Utility Districts. Use of a public fire hydrant shall be approved by the responsible Utility District, therefore not requiring an operational permit from Harris County. **This does not include fire hydrants on a private fire loop. For use of fire hydrants on a private fire loop, see “Private Fire Hydrants” (105.6.41).**

**Flammable and Combustible Liquids (105.6.17)** - An operational permit is required:

- To use or operate a pipeline for the transportation within facilities of flammable or *combustible liquids*. This requirement shall not apply to the offsite transportation in pipelines regulated by the Department of Transportation (DOTn) nor does it apply to piping systems.
- To store, handle or use Class I liquids in excess of 5 gallons (19 L) in a building or in excess of 10 gallons (37.9 L) outside of a building, except that a permit is not required for the following:
  - The storage or use of Class I liquids in the fuel tank of a motor vehicle, aircraft, motorboat, mobile power plant or mobile heating plant, unless such storage, in the opinion of the *fire code official*, would cause an unsafe condition.
  - The storage or use of paints, oils, varnishes or similar flammable mixtures where such liquids are stored for maintenance, painting or similar purposes for a period of not more than 30 days.
- To store, handle or use Class II or Class IIIA liquids in excess of 25 gallons (95 L) in a building or in excess of 60 gallons (227 L) outside a building, except for fuel oil used in connection with oil burning equipment.
- To store, handle or use Class IIIB liquids in tanks or portable tanks for fueling motor vehicles at motor fuel-dispensing facilities or where connected to fuel-burning equipment.  
**Exception:** Fuel oil and used motor oil used for space heating or water heating.
- To remove Class I or II liquids from an underground storage tank used for fueling motor vehicles by any means other than the *approved*, stationary on-site pumps normally used for dispensing purposes.
- To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and *combustible liquids* are produced, processed, transported, stored, dispensed or used.
- To place temporarily out of service (for more than 90 days) an underground, protected aboveground or above-ground flammable or *combustible liquid* tank.
- To change the type of contents stored in a flammable or *combustible liquid* tank to a material that poses a greater hazard than that for which the tank was designed and constructed.
- To manufacture, process, blend or refine flammable or *combustible liquids*.
- To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental or manufacturing establishments in accordance with Section 5706.5.4 of the adopted code or to engage in on-demand mobile fueling operations in accordance with Section 5707 of the adopted code.
- To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles, marine craft and other special equipment at commercial, industrial,

governmental or manufacturing establishments in accordance with Section 5706.5.4 of the adopted code or, where required by the fire code official, to utilize a site for on-demand mobile fueling operations in accordance with Section 5707 of the adopted code.

Flammable and Combustible Liquids will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Floor Finishing (105.6.18)** A Floor finishing operational permit is required for floor finishing or surfacing operations exceeding 350 square feet using Class I or Class II liquids. Floor finishing permits shall be issued to a company every two years and not for each job in the jurisdiction. When applying for or renewing a Floor finishing operational permit the applicant shall provide a copy of operational procedures that address the requirements set forth in Chapter 2410 of the adopted code as it pertains to the following:

- **Mechanical system operation.** Heating, ventilation and air-conditioning systems shall not be operated during resurfacing or refinishing operations or within 4 hours of the application of flammable or combustible liquids;
- **Business operation.** Floor surfacing and finishing operations shall not be conducted while an establishment is open to the public;
- **Ignition sources.** The power shall be shut down to all electrical sources of ignition within the flammable vapor area, unless those devices are classified for use in Class I, Division 1 hazardous locations;
- **Ventilation.** To prevent the accumulation of flammable vapors, mechanical ventilation at a minimum rate of 1 cubic foot per minute per square foot of area being finished shall be provided. Such exhaust shall be by approved temporary or portable means. Vapors shall be exhausted to the exterior of the building;
- **Emergency procedures.** Written emergency procedures addressing what the employee(s) shall do in the event of an emergency related to fire or other incident from the finishing process;
- **Training.** Written procedures for employee training on the company processes, procedures, and emergency plans. Training records shall be maintained by the company and be made available for review if requested by the fire code official.

**Fruit and Crop Ripening (105.6.19)** – A fruit and crop ripening operational permit is required to operate a fruit- or crop-ripening facility or conduct a fruit-ripening process using ethylene gas. Fruit and crop ripening permits shall be renewed every 3 years. When applying for or renewing a fruit and crop ripening operational permit the applicant shall provide the following information:

- Submit a floor plan/site plan showing location of fruit ripening activities;
- Identify the location of discharge of Ethylene gas (can only be done in approved rooms constructed for this purpose). Depending on the amount of Ethylene gas stored or used on-site, a hazardous materials operational permit may be required;
- Identify the valves controlling discharge of ethylene provide positive and fail-closed control of flow and are set to limit the concentration of gas in air below 1,000 parts per million (ppm);
- Identify how the sources of ignition are controlled or protected;
- Identify how containers, piping and equipment used to dispense ethylene are bonded and grounded to prevent the discharge of static sparks or arcs;
- Provide proof lightening is by approved electric lamps or luminaries and heating is by indirect means utilizing low-pressure steam, hot water, or warm air;
- Documentation that ethylene generators are listed and labeled by an approved testing laboratory.



If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Fumigation and Insecticidal Fogging (105.6.20)** - An operational permit is required to operate a business of fumigation or insecticidal fogging, and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used. Fumigation and Insecticidal Fogging will be permitted under the Hazardous Materials operational permit See Hazardous Materials Operational Permit.

**Hazardous Material (105.6.21)** - A hazardous material operational permit is required to store, transport on site, dispense, use or handle hazardous materials more than the amounts listed in Table 105.6.20. Hazardous materials operational permits shall be renewed on an annual basis. Hazardous material operational permits will cover the following code sections:

- Aerosol Products (105.6.1);
- Compressed Gases (105.6.8);
- Cryogenic fluids (105.6.10);
- Flammable and Combustible liquids (105.6.17);
- Fumigation and insecticidal fogging (105.6.20);
- HPM facilities (105.6.22);
- LP-gas (105.6.28);
- Magnesium (105.6.29);
- Motor fuel-dispensing facilities/Mobile Re-fueling (105.6.32);
- Organic coating (105.6.38);
- Pyroxylin plastics (105.6.44);
- Refrigeration equipment (105.6.45);
- Spraying or dipping (105.6.48).

When applying for or renewing a hazardous material facility operational permit the applicant shall provide the following information:

- Detailed written description of the on-site operation (retail, manufacturing, storage, use, etc.);
- Site or floor plan identifying all hazardous materials being stored, including maximum quantity and storage configuration. Also identify hazardous monitoring locations, location of all on-site fire suppression to include fire pumps, ponds, and water supplies. If renewing a hazardous materials operational permit and no changes have been made to your facility from previous permit cycle, a written letter claiming no changes have been made can be submitted in lieu of plans;
- Copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- Copy of the approved/up-to-date Hazardous Materials Inventory Statement;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date;
- A drawing/plans of building including all entrance and exits, location of exit routes, locations of fire protection system panels, risers, and/or other fire protection control systems and/or panels, etc. If renewing a hazardous materials operational permit and no changes have been made to your facility

from previous permit cycle, a written letter claiming no changes have been made can be submitted in lieu of plans;

- A statement certifying storage and use of hazardous materials is in compliance with 2018 International Fire Code (IFC) Chapters 50-67.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**HPM Facilities (105.6.22)** - An operational permit is required to store, handle or use hazardous production materials. See Hazardous Materials Operational Permit.

**High-piled Storage (105.6.23)** - High-piled storage buildings require an operational permit because of the safety concerns as they pertain to the ability of occupants to readily exit in the event of an emergency. This permit is required for use of a building or portion thereof with more than 500 square feet, including aisle, of high-piled storage. High-piled storage building permits shall be renewed on an annual basis or if the pathway or movement through the building changes. When applying for or renewing a high-piled storage permit the applicant shall provide the following information:

- A site/floor plans of building including all entrance and exits, location of exit routes, locations of fire protection equipment, location of product being stored and the configuration of storage;
- It should be noted that Harris County requires any high-piled storage facility to submit a high-piled storage application as part of the certificate of compliance process. All businesses not originally permitted as high-piled storage is non-compliant with the adopted fire code if not permitted for high-piled under the current issued certificate of compliance. This process is separate from the operational permitting process and shall be completed prior to application for any operational permit. If building was in the current operation and storage set up with no changes since January 1, 2005, a certificate of compliance is not required unless substantial improvement is completed;
- Identify on the site/floor plan the height of the product being stored;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date;
- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- A statement certifying compliance with International Fire Code Chapter 32.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Hot Work Operations (105.6.24)** - Hot work operational permits are required for cutting, welding, brazing, soldering, thawing pipe, and installation of torch-applied roof systems. Permitting is for the use of open flame and in some cases LP-Gas (Roofing). Hot work permits shall be issued to a company on an annual basis to conduct hot work operations in the unincorporated areas of the county and not for each job site or hot work operation in the jurisdiction. This permit shall not be required in an industrial setting where a hot work program is in place and permits are already issued for each job inside of a plant or industrial facility. When applying for or renewing a hot work operational permit the applicant shall provide the following information:

- Written processes and procedures addressing;
  - Employee safety,
  - Site safety,

- Use of appropriate fire protection equipment,
- Use of proper signage,
- Allowing for adequate cool-time period(s),
- Fire Watch;
- Emergency plan addressing the employee(s) procedures in the event of a fire or other emergency related to the hot work operation;
- Written procedures for employee training on the company processes, procedures, and emergency plans. Training records shall be maintained by the company and be made available for review if requested by the fire code official.

**Industrial Ovens (105.6.25)** – An Industrial ovens operational permit is required for operation of industrial ovens regulated by Chapter 30. Industrial ovens operational permits shall be renewed on an annual basis. When applying for or renewing an Industrial ovens operational permit the applicant shall provide the following information:

- Written statement certifying the installation and use of industrial oven or furnace is in compliance with chapter 30 of the adopted fire code and all other applicable codes, standards, and manufacturer’s instructions;
- Copy of manufacturing specification sheets for all industrial ovens or furnaces utilized;
- Copy of emergency plan for approval by the Fire Code Official;
- Letter certifying that all employees have been trained on safe operations of ovens or furnaces as well as emergency processes and procedures. Training records shall be available on site for inspection if needed by the Fire Code Official;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Lumber Yards and Woodworking Plants (105.6.26)** - An operational permit is required to store lumber in excess of one hundred thousand board feet or to store fire wood in excess of ten cords; or to conduct woodworking operations involving mass production or involving more than one of each type of machine, or where machines are used continuously, or substantial products of sawdust may be a problem. Lumberyards, woodworking operational permits shall be renewed on an annual basis. When applying for or renewing a Lumberyards, woodworking operational permit the applicant shall provide the following information:

- Written statement certifying the compliance with Chapter 28 of the adopted fire code and all other codes, standards, and manufacturer’s recommendations for equipment;
- Site plan/map identifying all wood storage including:
  - a. Location of all stacks or piles,
  - b. Quantity in each stack or pile,
  - c. Configuration of stack or piles,
  - d. Location of all structures on property,
  - e. Location of all fire protection systems (fire alarms, fire sprinklers, fixed fire systems, etc.),
  - f. Location of hydrants, hose lines, and extinguishers;

- Listing of all fire protection systems with last inspection/testing date;
- Copy of emergency plans for approval by the Fire Code Official.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

Storage of wood chips and hogged material at production facilities – See wood products operational permits.

**Liquid-or-gas-fueled Vehicles or Equipment in Assembly Buildings (105.6.27)** - An operational permit is required to display, operate or demonstrate liquid- or gas-fueled vehicles or equipment in assembly buildings. Liquid-or-gas-fueled vehicles or equipment in assembly buildings shall be permitted as a Special Event. See Special Events Operational Permit.

**LP-gas (105.6.28)** - An operational permit is required for the storage and use of LP-gas or operation of cargo tankers that transport LP-gas. LP-gas will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Magnesium (105.6.29)** - An operational permit is required to melt, cast, heat treat or grind more than 10 pounds (4.54 kg) of magnesium. Magnesium will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Miscellaneous Combustible Storage (105.6.30)** - Miscellaneous combustible storage operational permit is required to store in any building or upon any premises more than 2,500 cubic feet gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material. Miscellaneous combustible storage permits shall be renewed on an annual basis or if the vehicle has any change from the approved inspection. When applying for or renewing a miscellaneous combustible storage permit the applicant shall provide the following information:

- Written statement certifying compliance with the adopted fire code and all other codes and standards;
- A site/floor plans of building including all entrance and exits, location of exit routes, locations of fire protection equipment, location of product being stored and the configuration of storage;
- Copy of emergency plan compliant with Ch.4 of the adopted fire code, for approval by the Fire Code Official;
- Identify on the site/floor plan the height of the product being stored;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Mobile Food Preparation Vehicles (105.6.31)** – Mobile food preparation vehicles (MFU's) require an operational permit to operate in unincorporated Harris County. This includes those vehicles that operate in a fixed location or mobile from location to location. Mobile food vehicles permits shall be renewed on an annual basis or if the vehicle has any change from the approved inspection. When applying for or renewing a mobile food unit permit the applicant shall provide the following information:

***Required documentation needed to be submitted with application:***

- Valid Vehicle/trailer registration;
- Valid vehicle registration for tow vehicle if trailer;
- Owner's current picture ID:

- a. Texas Driver's License (TXDL),
- b. Government issued identification.
- c. **All drivers of vehicles must have a valid Texas Driver's License.**
  - Copies of all fire protection systems maintenance, testing;
  - Copy of current gas test for all gas appliances;
  - Copy of Vent Hood cleaning receipt (within a 6-month time frame);
  - Vent hood extinguishing system inspection (within a 6-month time frame);
  - A State of Texas Sales Tax Permit Taxpayer ID;
  - State Fire Marshal's form SF-205 (Extinguishing system install);
  - Satellite image of MFU's working location (if not mobile event MFU).

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Motor Fuel-dispensing Facilities (105.6.32)** - An operational permit is required for the operation of automotive, marine and fleet motor fuel-dispensing facilities. Motor Fuel-dispensing Facilities will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Mobile Re-fueling (105.6.33)** – Mobile re-fueling or On-Demand Mobile Fueling Operations shall be approved and permitted. Operational permits for this operation shall be issued to the company performing the operation at fire code complaint and approved locations. **Exception:** Mobile Re-fueling Operations conducted for the purpose of an emergency operation shall not require a permit. When applying for or renewing a mobile re-fueling operational permit the applicant shall provide the following information:

- Written statement certifying compliance with Chapter 57 of the adopted fire code and all other applicable codes, standards, and laws;
- Listing of all approved and permitted locations for the fueling operations;
- Copy of specification for all vehicles intended to be used for fueling operations;
- Copy of the process and procedures for fueling operations including safety and emergency response plan documents for approval by the Fire Code Official;
- Copy of Certificate of Compliance for the approved locations for mobile re-fueling;
- Letter certifying the training for all employees conducting fueling operations in reference to procedures, safety plan, and emergency response plan. Training records shall be available if requested by the Fire Code Official for review.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Multiple Tenant / Guestroom Housing (105.6.34)** - An operational permit is required to own or operate a multiple tenant or guestroom facility. This shall include but not be limited to lodging houses, alternative living facilities, flophouses, and halfway houses. This shall not include motels, hotels, bed and breakfast facilities, or apartments. Multi-tenant/guestroom housing permits shall be renewed on an annual basis. This permit excludes boarding homes, assisted living houses, and other facilities which received licenses or permits from State or Local Government. When applying for this permit, the applicant shall provide:

- Floor plan of facility to include all exits, tenant spaces, locations of fire suppression systems, fire alarm panels, fire extinguishers, electrical shutoff, and gas shutoff.
- Emergency plan complaint with Chapter 4 of the adopted fire code.

- Written certification of the services provided to the tenants/guests of the facility to include insurance that no health care services or personal services are being provided for any tenant/guest.
- Information on any type of fire alarm system installed and last inspection date;
- Information on any installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date.

**Open Burning (105.6.35)** – Regulated by Harris County Pollution Control and the Texas Commission on Environmental Quality and does not currently require an operational permit.

**Open Flames and Torches (105.6.36)** – Open flames and torches operational permit is required to remove paint with a torch; or to use a torch or open-flame device in a hazardous fire area. Open flames and torches operational permits shall be issued to companies who perform these operations in unincorporated Harris County and not for each job or operation location. Open flames and torches operational permit shall be renewed on an annual bases. When applying for or renewing an Open flames and torches permit the applicant shall provide the following information:

- Written statement certifying compliance with applicable chapters of the adopted fire code:
  - Chapter 3 – *Section 308.1 through 308.4.1- Open Flames,*
  - Chapter 6 – *Section 603.1, 603.2, 603.5, and 603.6- Fuel- Fired Appliances,*
  - Chapter 35 – *Welding;*
- Written processes and procedures for the proper and safe operations when using open flames and torches including:
  - a. Ensuring proper extinguishers on site, compliant with chapter 906,
  - b. Requiring employee remains on premise 1 hour after operation;
- Copy of emergency and safety plans.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Open Flames and Candles (105.6.37)** - An Open flames and candles operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. Open flames and candles operational permits shall be renewed on an annual basis. The use of fireworks, pyrotechnics, or flame effects is not included in this operational permit. Those devices are permitted under pyrotechnics special effects operational permits. This operational permit includes champagne/birthday sparklers. When applying for or renewing an Open flames and candles permit the applicant shall provide the following information:

- Identify the type of candles or open flame to be used;
- Written plan detailing:
  - a. Candles shall be secured in a nonflammable solid holding device and protected by an enclosure,
  - b. How to protect public from accidental contact (measures shall be taken to prohibit and limit the holding device from being tipped over),
  - c. When used as part of a decoration or centerpiece, the flame of the candle shall not be within 6 inches of cut fresh foliage, or within 12 inches of dry foliage or other combustibles at any time,
  - d. Candle wicks shall be trimmed to ¼ inch or less;

- Copy of evacuation plan and certifying letter for training for all employees. Training records shall be available upon request of the Fire Code Official for review;
- Emergency plan and certifying letter for training for all employees. Training records shall be available upon request of the Fire Code Official for review;
- A site/floor plans of building including all entrance and exits, location of exit routes, locations of fire protection equipment;
- Information on the installed sprinkler system and last inspection date;
- Information on the installed fire alarm system and last inspection date;
- Listing of all Occupant Load for the entire building, or individual rooms.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Organic Coating (105.6.38)** - An operational permit is required for any organic-coating manufacturing operation producing more than 1 gallon (4 L) of an organic coating in one day. Organic coatings will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Outdoor Assembly Venue (105.6.39)** – An operational permit is required to operate open land as a business for assemblies, recreational activities, or gatherings. This shall include but not be limited to ATV parks, outdoor concert venues, amphitheatres, outdoor amusement, etc. This operational permit is not intended for temporary outdoor events or gathering but for those premises which operate for this purpose on a regular bases as a business practice. Outdoor assembly venue operational permit shall be renewed on an annual bases. When applying for or renewing an outdoor assembly venue permit the applicant shall provide the following information:

- Site plan detailing:
  - Fire apparatus access roads
  - Any structures on location. If structures were constructed after January 1, 2005, a construction permit and certificate of compliance is required.
  - Location of any muster/meeting locations
  - Location of all trails, ponds, and other attractions on premise
  - Identification of areas within the property for ease of notifying emergency personnel, (i.e. Area 1, area 2, purple area, red area, etc.)
- Emergency and evacuation plan, compliant with Chapter 4 of the adopted fire code for Fire Code Official approval
- Floor plan of any structures on property to include evacuation routes, entry and exit doors, etc.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Places of Assembly (105.6.40)** Places of Assembly require an operational permit because of the safety concerns as they pertain to the ability of occupants to readily exit in the event of an emergency. This permit requirement shall include but is not limited to any location that allows service and consumption of alcohol on premises regardless of the determined maximum occupant load. Places of Assembly operational permits shall be renewed on an annual basis or if the pathway or movement through the building changes. When applying for or renewing a Places of Assembly permit the applicant shall provide the following information:

- An overall site plan identifying the layout of fire lanes, KNOX® box location, gas meter, water supply, and identifying the address;
- Listing of all Occupant Load for the entire building, or individual rooms;

- Identify if Alcohol is being served, and hours of operation;
- An up-to date copy of the approved TABC permit;
- A floor plan of all building(s) including all entrance and exits, location of exit routes, locations of fire protection equipment, location of all fire extinguishers;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date;
- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Plant Extraction Systems (105.6.41)** – Plant extraction operations require permits. When applying for or renewing a plant extraction system operational permit the applicant shall provide the following information:

- Written statement certifying compliance with Chapter 39 of the adopted fire code and all other applicable chapters, codes, and standards;
- Written explanation of the process utilized for extraction;
- Site/Floor plan including all exits, locations of all extraction processes, location of any required emergency shutoffs;
- Copy of emergency plans for Fire Code Official approval;
- Information on any gas detection systems, the designed operation of the detection system, and the last date of testing/maintenance.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Private Fire Hydrants (105.6.42)** Private fire hydrants operational permit is required for the removal from service, use or operation of private fire hydrants. Any of these factors raise safety concerns as they pertain to life safety for occupants in the event of an emergency. Private fire hydrants operational permits shall be issued each time that a hydrant on a private fire loop is removed from service or any utilization other than use during an emergency or when being inspected or tested. When the hydrant is tested or inspected and is found to need repair or service, an operational permit is required. **Exception:** A permit is not required for private industry with trained maintenance personnel, private fire brigade or fire departments, to maintain, test and use private hydrants. When applying for or renewing a Private fire hydrant permit the applicant shall provide the following information:

- An overall site plan identifying the layout of all fire hydrants on-site, and water supply;
- Information for the:
  - a. Company performing service work on any hydrant or using hydrant for purpose other than an emergency, along with contact information for responsible person,
  - b. Detail for all repairs or service needed or the purpose for use of hydrant,
  - c. Details on proposed time of out of service;
- An up-to date record of all maintenance performed for a 12-month period.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.



**Pyrotechnic Special Effects Material (105.6.43)** – A Pyrotechnic special effects material operational permit is required for the use of pyrotechnics, flame effects, or firework displays, 1.4G with an audience of 50 or more spectators, and firework displays using 1.3G fireworks. This includes the use of any product which produces heat, spark, flames, or smoke of any kind for entertaining an audience. Pyrotechnic special effects material operational permit is for single event and each usage shall require an additional permit. When applying for a Pyrotechnic special effects material operational permit the applicant shall provide the following information:

- All permit applications for the use of pyrotechnics, flame effects, or firework displays 1.4G with an audience of 50 or more spectators and 1.3G shall be submitted no later than 15 business days, excluding holidays and weekends, before the scheduled day of use. Failure to submit the application within 15 business days can result in the denial of the permit;
- All application packets for use of pyrotechnics, flame effects, or firework displays 1.4G with an audience of 50 or more spectators and 1.3G shall be completed by a Texas Licensed Shooter or the representative company to be considered for review;
- All applications for the use of pyrotechnics, flame effects, or firework displays 1.4G with an audience of 50 or more spectators and 1.3G shall be accompanied by:
  - a. Detailed written description of the on-site operation,
  - b. Date of the display, including exact anticipated start and end times,
  - c. Site plan indicating the discharge area, fall out radius/area, and spectator area,
  - d. Copy of the proof of insurance compliant with Occupation Code 2154,
  - e. Identifiers for all shooters, assistants, name (first and last), contact numbers, and e-mail address,
  - f. Written description of all products to be used and the Safety Data Sheets for each product,
  - g. Copy of State Licenses for all shooters and proof of identification.

NOTE: If a fireworks display or use of pyrotechnics or flame/special effect is associated with any type of event, a Special Event Operational Permit may also be required.

**Pyroxylin Plastics (105.6.44)** - An operational permit is required for storage or handling of more than 25 pounds (11 kg) of cellulose nitrate (pyroxylin) plastics, and for the assembly or manufacture of articles involving pyroxylin plastics. Pyroxylin Plastics will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Refrigeration Equipment (105.6.45)** - An operational permit is required to operate a mechanical refrigeration unit or system regulated by Chapter 6 of the adopted fire code. Refrigeration equipment will be permitted under the Hazardous Materials operational permit. See Hazardous Materials Operational Permit.

**Repair Garages and Motor Fuel-dispensing Facilities (105.6.46)** – Repair garages and motor fuel-dispensing facilities operational permit is required for operation of repair garages and automotive, marine and fleet motor fuel-dispensing facilities, including fueling with flammable or combustible liquids, liquefied petroleum gases, compressed natural gas, liquefied natural gas, or hydrogen. Repair garages and motor fuel-dispensing facilities operational permits shall be renewed every two years. When applying for or renewing a repair garage and motor fuel-dispensing facilities permit the applicant shall provide the following information:

**Fuel Dispensing:**

- Written statement certifying compliance with the adopted fire code and all applicable codes and standards;
- Copy of emergency plan and spill containment plan;
- Site/Floor plan for the facility including locations of all exits, emergency shutoff switches, fire sprinkler risers, alarm control panels, fire extinguishers, etc.;
- Letter certifying training for all employees on emergency plans and spill containment. Records shall be available upon request of the Fire Code Official for review;
- Information on type of fire alarm system installed and last inspection date;
- Information on the installed sprinkler system and last inspection date;
- Information on any type of alternate fire protection system installed and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Rooftop Heliports (105.6.47)** – A Rooftop heliports operational permits are required for the operation of a rooftop heliport. Rooftop heliports operational permits shall be renewed every five years. When applying for or renewing a Rooftop heliports plant permit the applicant shall provide the following information:

- Written statement certifying compliance with Sections 2007.2 through 2007.8 of the 2018 International Fire Code and all other applicable chapters, codes, and standards;
- Detail drawing showing/stating:
  - a. The touchdown area shall be surrounded on all sides by a clear area having minimum average width at roof level of 15 feet but no width less than 5 feet at any point,
  - b. The landing areas on structures shall be maintained so as to confine flammable or Class II combustible liquid spillage to the landing area itself, and provisions shall be made to drain such spillage away from exits or stairways serving the helicopter landing area or from a structure housing such exit or stairway,
  - c. Exits and stairways maintained in accordance with Section 2007.4;
- Written documentation stating that where a building with a rooftop helistop or heliport is equipped with a standpipe system, the system shall be extended to the roof level on which the helistop or heliport is located. All portions of the helistop and heliport area shall be within 150 feet of a 2.5-inch outlet on a Class I or III standpipe;
- Written documentation stating that foam fire-protection capabilities shall be provided for rooftop heliports. Such systems shall be designed, installed and maintained in accordance with the applicable provisions of Sections 903, 904 and 905;
- A minimum of one portable fire extinguisher having a minimum 80-B:C rating shall be provided, and last inspection date;
- A copy of the approval from the Federal Aviation Administration;
- Information on type of fire alarm system installed and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Special Events** – Special Events Permits are required for any organized, temporary event with an estimated number of participants and spectators of 100 or more people set up outdoors in a parking lot, side of the road, open land, or any outdoor venue not generally used for an assembly or using a building for an event with an

anticipated occupancy load of 50 or more if the building is not permitted and constructed as an assembly occupancy. These operational permits are unique in nature and usually operate for a short period of time. Special Event permits are for a single use and cannot be renewed. Each new event shall require a new application and permit. Special Event operational permits will cover the following code sections:

- Carnivals and Fairs (105.6.4);
- Exhibits and Trade Shows (105.6.13);
- Temporary Outdoor Assembly Events (105.6.51);
- Temporary Membrane Structures and Tents (105.6.50);
- Liquid-or Gas fueled vehicles in assembly buildings (105.6.27);
- Fireworks/Pyrotechnics – If an event includes the use of pyrotechnics, flame effects, or a firework display 1.4G or 1.3G, a pyrotechnics operational permit is required. A separate application shall be completed by the licensed pyrotechnics shooter or representative company and all required information and documentation as outlined under the pyrotechnic operational permits section (105.6.43) shall be compliant.

Any event that is anticipated to affect a public roadway including road closures, SHALL have the application, including road closure plans, submitted no later than 90 days prior to the intended start date of the event. The application packet will be forwarded to the Harris County Traffic Division for review and approval. However, it is recommended that the event coordinator contact the Traffic Division, to answer any additional questions or provide further information if needed. **A failure to turn in the Special Event application involving public roadway impact, with less than 90 days' notice could result in the special event application being denied or permit fees doubled.**

All other special events which do not anticipate public roadway impact, SHALL have application packet submitted a minimum of 30 days prior to the event start date. **A failure to turn in a special event application 30 days prior to the anticipated start date of the event, could result in a denial of permit or double permit fees.**

When applying for a Special Event operational permit the applicant shall provide the following information:

- Contact information for the promoter, coordinator, and property owner (Name, Address, Phone, and E-Mail);
- Detailed written description of the on-site operation including dates and time of operation and the estimated number of attendees, total;
- Site plan identifying all event entrances, fire department access, layout of vendors, rides, cooking locations including LP gas storage or solid fuel storage, access gates, storage areas, tent(s), placement of Stages, Bleachers, or Grandstands, use of portable toilets, and fire extinguisher, temporary structures, all exit signs, water supply (fire hydrants, tanks), first aid stations, medical tent(s), and all street closures around the event;
- Copy of the site security plan, crowd management plan, the emergency plan, medical and safety plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- Written statement identifying number of cylinders, volume of cylinders, amount of LP-gas on-site, type of LP-gas used [Liquid propane (LP) and natural gas];
- Detailed information on any Tent or Temporary structure on-site;
- Written documentation stating if alcohol is going to be sold, served, or consumed;
- Written documentation stating if food is to be served.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Spraying or Dipping (105.6.48)** - An operational permit is required to conduct a spraying or dipping operation utilizing flammable or *combustible liquids*, or the application of combustible powders regulated by Chapter 24 of the adopted fire code. Spraying or dipping will be permitted under the Hazardous Materials operational permit. See Hazardous Materials operational permit.

**Storage of Scrap Tires and Tire Byproducts (105.6.49)** - An operational permit is required for storage of scrap tires and tire byproducts to establish, conduct or maintain outdoor storage of tires, scrap tires and tire byproducts that exceeds one thousand cubic feet of total volume of scrap tires and for indoor storage of tires and tire byproducts. Storage of scrap tires and tire byproducts operational permits shall be renewed on an annual basis or if the pathway or movement through the plant changes. When applying for or renewing a Storage of scrap tires and tire byproducts permit the applicant shall provide the following information:

- Written documentation stating that tires and/or byproducts shall be restricted to individual piles not exceeding 5,000 square feet of continuous area. Piles shall not exceed 50,000 cubic feet in height;
- Written documentation stating that there is a clear space of least 40 feet between piles. The clear space shall not contain flammable or combustible material or vegetation. Tire and byproduct storage shall not be located within 10 feet of any property line or building and shall not exceed 6 feet in height when within 20 feet of any property line or building;
- Buildings and structures where the area for the storage of tires and byproducts exceeds 20,000 cubic feet, they shall be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1;
- Detail drawing of how the tires are to be stored. (Where tires are stored on-tread, the dimensions of the pile in the direction of the wheel hole shall not be more than 50 feet. Tires and byproducts stored adjacent to or along one wall shall not extend more than 25 feet from that wall. Other piles shall not be more than 50 feet in width);
- Fire safety plan including provisions for fire department vehicle access;
- An overall site plan identifying the layout of all fire hydrants on-site, water supply, location of fire extinguishers, and the telephone number of the fire department.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Temporary membrane structures and tents (105.6.50)** - An operational permit is required to operate an air-supported temporary membrane structure, a temporary special event structure or a tent having an area in excess of 400 square feet (37 m<sup>2</sup>). If the tent or membrane structure(s) are associated with a special event, the special event permit shall cover the need for permitting. When applying for this operational permit, the applicant shall include:

- Layout of tent set to include walls, entrance and exits, electrical, fire extinguishers, etc.
- Site plan including location of tent(s) or membrane structure, proximity to other structures, location of fire apparatus access, firefighting water supply, etc.
- Written description of use of temporary structure
- Copy of tent certification including UL listing and compliance for installation for wind and weather rating

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Temporary Outdoor Assembly Event (105.6.51)** - An operational permit is required to conduct a temporary *outdoor assembly event* where planned attendance exceeds 100 persons and is intended to operate for less than 180 days. All temporary event permits shall be valid for no more than 90 days. If event is intended to exceed 90 days, a new application will be required with inspection and approval to allow for additional days not to exceed a total of 180 days. Temporary outdoor assembly events will be permitted as a special event. See Special Events Operational Permit.

**Tire-rebuilding plants (105.6.52)** - Tire-rebuilding plants require an operational permit. Tire-rebuilding plants operational permits shall be renewed every two years. When applying for or renewing a Tire-rebuilding plant permit the applicant shall provide the following information:

- Written statement certifying compliance with Chapter 34 of the adopted fire code and all other applicable chapters, codes, standards, regulations, and laws;
- Copy of all safety and emergency plans;
- Drawings/site plans detailing location(s) of where and how tires are to be stored, and the locations of:
  - a. Fire hydrants,
  - b. Water supply,
  - c. Location of fire extinguishers;
- Fire safety plan including provisions for fire department vehicle access. At least one copy of the fire safety plan shall be prominently posted and maintained at the facility;
- Information on any type of alternate fire protection system installed and last inspection date.

If one or more of the requested documents does not apply to your location, please submit in writing a reason for not submitting.

**Waste Handling (105.6.53)** – Waste handling is subject to other county regulations and an operational permit is not currently required.

**Wood Products (105.6.54)** – Wood Products operational permit to store chips, hogged material, lumber or plywood more than 200 cubic feet (6 m3). Wood Products operational permits shall be renewed on an annual basis or if the wood products have changed in there storage/handling arrangements. When applying for or renewing a Wood Products permit the applicant shall provide the following information:

- An overall site plan identifying the entrances, exits to the property, pile locations, windrows, fire extinguisher location, structures on-site layout of fire lanes, water supply;
- A copy of the emergency plan, compliant with Chapter 4 of the International Fire Code, current adopted edition;
- An up-to date copy of the past 12 months of temperature readings.

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Building Official Travis Meeks, CBO  
Harris County Texas

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Fire Marshal Laurie L. Christensen, CFPS  
Harris County Texas