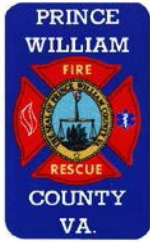


**OPERATIONAL PERMIT APPLICATION FOR  
REFUSE/RECYCLING PROCESSING & TRANSFER FACILITIES**



**PRINCE WILLIAM COUNTY  
DEPARTMENT OF FIRE AND RESCUE  
FIRE MARSHAL'S OFFICE  
5 COUNTY COMPLEX CT. SUITE 160  
PRINCE WILLIAM, VA 22192  
(703) 792-6360 office (703) 792-6492 fax  
[WWW.PWCGOV.ORG/FIRE](http://WWW.PWCGOV.ORG/FIRE)**

<b>Permit Number:</b>
<b>Date Issued:</b>
<b>Expiration Date:</b>

**I. Instructional Section**

1. Please review this application thoroughly, fill out all requested information and submit with all necessary attachments to the Prince William County Fire Marshal's Office at the above address or [PWCFMOFOP@pwcgov.org](mailto:PWCFMOFOP@pwcgov.org).
2. A permit fee of \$382.15 is required at the time of application submittal. Checks can be made payable to "Prince William County". Credit card payments are accepted over the phone.
3. Prince William County Refuse/Recycling Processing & Transfer Facilities Permits are good for 12 months from date of issuance.
4. A review of this application packet will be conducted, and an onsite inspection will be made at the time of permit delivery to verify that it meets all requirements.

**II. Informational Section**

**Location Information**

<b>Name of Business:</b>	
<b>Street Address of Location:</b>	
<b>Name of Applicant:</b>	<b>Email of Applicant:</b>
<b>Address of Applicant:</b>	
<b>Emergency Contact Name, Number (after hours):</b>	

**III. List of Required Documents and Items**

- ✓ Fire & Life Safety Plan with Employee Training Program
- ✓ Operational and Material Management Plan
- ✓ Completed Application

## OPERATIONAL PERMIT APPLICATION FOR REFUSE/RECYCLING PROCESSING & TRANSFER FACILITIES

### *Carefully review the following:*

The Refuse/Recycling Processing & Transfer Facilities in Prince William County are regulated by the following sources:

- Virginia Statewide Fire Prevention Code Chapters 1, 3, 32 and 50 (2021 edition)

### Applicable Code Sections:

- *VSFPC 107.2* Operational permits may be required by the fire official as permitted under the SFPC in accordance with Table 107.2.
- *VSFPC 107.4* Before a permit is issued, the fire official shall make such inspections or tests as are necessary to assure that the use and activities for which application is made comply with the provisions of this code.
- *VSFPC 107.7* Plans approved by the Fire Official are approved with the intent that they comply in all respects to this code. Any omissions or errors on the plans do not relieve the applicant of complying with all applicable requirements of this code.
- *VSFPC 108.4* the Fire Official may revoke a permit or approval issued under the SFPC if conditions of the permit have been violated, or if the approved application, data or plans contain misrepresentation as to material fact.
- *VSFPC 304.1* Combustible waste material creating a fire hazard shall not be allowed to accumulate in buildings or structures or upon premises.
- *VSFPC 304.1.1* Accumulations of wastepaper, wood, hay, straw, weeds, litter or combustible or flammable waste or rubbish of any type shall not be permitted to remain on a roof or in any court, yard, vacant lot, alley, parking lot, open space, or beneath a grandstand, bleacher, pier, wharf, manufactured home, recreational vehicle or other similar structure.
- *VSFPC 304.2* Storage of combustible rubbish shall not produce conditions that will create a nuisance or a hazard to the public health, safety or welfare.
- *VSFPC 3203.1* Commodities shall be classified as Class I, II, III, IV or high hazard in accordance with Sections 3203.2 through 3203.10.3. Materials listed within each commodity classification are assumed to be unmodified for improved combustibility characteristics. Use of flame-retarding modifiers or the physical form of the material could change the classification.
- *VSFPC 3204.1* The operation and maintenance of high-piled storage areas, and portions of high-piled storage areas intended for storage, shall be maintained in accordance with the approved plan specified in Section 3201.3 and the applicable building code.
- *VSFPC 3205.5* When restocking is not being conducted, aisles shall be kept clear of storage, waste material and debris. Fire department access doors, aisles and exit doors shall not be obstructed. During restocking operations using manual stocking methods, a minimum unobstructed aisle width of 24 inches (610 mm) shall be maintained in 48-inch (1219 mm) or smaller aisles, and a minimum unobstructed aisle width of one-half of the required aisle width shall be maintained in aisles greater than 48 inches (1219 mm). During mechanical stocking operations, a minimum unobstructed aisle width of 44 inches (1118 mm) shall be maintained in accordance with Section 3206.10.
- *VSFPC 3205.6* Pile dimensions and height limitations shall comply with Section 3207.3.
- *VSFPC 3205.7* Where required by the fire code official, a visual method of indicating the maximum allowable storage height shall be provided.
- *VSFPC 3207.2* Where automatic sprinklers are provided, they shall be maintained in accordance with the applicable building code.
- *VSFPC 3207.3* Pile dimensions, the maximum permissible storage height and pile volume shall be maintained in accordance with the approved storage plan in Section 3201.3 and remain in accordance with the applicable building code.

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- *VSFPC 5001.3.3.15* A written emergency plan shall be developed to ensure that proper actions are taken in the event of an emergency, and the plan shall be followed if an emergency condition occurs. The process of developing and updating the plan shall involve the participation of affected employees.
- *VSFPC 5003.3*. Hazardous Materials in any quantity shall not be released into a sewer, storm drain, ditch, drainage canal, creek, stream, river, lake, or tidal waterway or on the ground, sidewalk, street, highway or into the atmosphere.
- *VSFPC 5003.3.1.4* the person, firm, or corporation responsible for an unauthorized discharge shall institute and complete all actions necessary to remedy the effects of such unauthorized discharge, whether sudden or gradual, at no cost to the jurisdiction. The fire code official may require records and receipts to verify cleanup and proper disposal. When deemed necessary by the fire code official, the cleanup may be initiated by the fire department or by an authorized individual or firm. Costs associated with such cleanup shall be borne by the owner, operator or other person responsible for the unauthorized discharge.

**The above references only list the most used code sections during operational permit inspections. Depending on the application and installation other code sections could apply.**

<b>Applicant Signature:</b>	<b>Date:</b>
<b>FMO Reviewer:</b>	<b>Date:</b>