

# **HATFIELD TOWNSHIP**

## **HOT WORK PERMIT APPLICATION PROCEDURES**

*A hot work permit is required for the operations such as cutting, welding, grinding, thermal spraying, thawing pipe, torch-applied roof systems or any operation, which produces, sparks or hot slag.*

**PART I** – Location of Property – Complete address including city, state and zip code must be provided on all applications.

**PARTS II thru IX** – Complete every section.

**PART X** – Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers for property owner/resident and contractor. Contractors making application must be registered with Hatfield Township annually.

### **ADDITIONAL INFORMATION**

**FEES** – Permit fees must be submitted with the permit application.

**CONTRACTOR REGISTRATION** – Contractors performing commercial work must register with the Township. A Contractor Registration Application must accompany permit if contractor is not already registered for the current year.

**REVIEW** – The application plans will be reviewed by the Fire Marshals Office for compliance with the codes of Hatfield Township and the Pennsylvania Uniform Construction Code.

**PERMIT GRANTED** – **If approved, the permit will be processed and issued within thirty (30) business days. Work may not start until a permit has been approved and granted.** The permit cards are to be displayed so as to be visible from the street.

**NOTES:** All Subdivision and Land Development approvals must be complete before submitting hot work permit applications.

### **Requirements for the Submission of Hot Work Plans for Review**

**Permit application package shall include:**

1. A fully completed Hot Work Permit Application.
2. 3 copies of the floor plan for the facility, which indicate the use of all areas including all hot work areas.

**Failure to provide all of the above information will result in a delay in the approval of the permit application!**

# HATFIELD TOWNSHIP

## Hot Work Permit Application

### I - LOCATION OF PROPERTY

Address: \_\_\_\_\_ Suite #: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_

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### II - OWNERSHIP

Private  Public  Tenant Tenant Name: \_\_\_\_\_

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### III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

OWNER Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

CONTRACTOR Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

DESIGN PROFESSIONAL Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Design Professional:  Architect  Professional Engineer  
Certification No. \_\_\_\_\_

**IV - HOT WORK INFORMATION** (Check all that apply)

- Oxy/Acetylene     Oxy/Propane     Electric Arc     Tig/Mig     Other  
 Grinding     Thermal Spraying     Thawing of Pipe     Torch Applied Roof System

List all flammable liquids/gases used in the operations and the maximum quantity that can be found on site at any time:

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Description of operations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**V – OCCUPANCY TYPE**

- Business/Office     Mercantile/Store     Industrial/Factory     Service Station/Repair Garage  
 Storage     Other \_\_\_\_\_

Will the public have access to the hot work area(s)? \_\_\_\_\_

Description \_\_\_\_\_  
\_\_\_\_\_

**VI – CONSTRUCTION TYPE**

- Non-Combustible     Non-Combustible/Combustible     Combustible  
 Masonry (bearing walls)     Steel Frame     Reinforced Concrete     Wood Frame  
 Truss Construction     Steel     Wood     Floor/Ceiling     Roof

Description \_\_\_\_\_  
\_\_\_\_\_

**VII – SUPPLEMENTAL INFORMATION**

Frequency of operations: [ ] Daily [ ] Weekly [ ] Monthly [ ] Other: \_\_\_\_\_

Type of equipment: [ ] Mobile [ ] Stationary [ ] Manifold/piping system

- Automatic fire sprinklers or manual fire fighting equipment shall be available in the hot work area.
- The hot work area shall be free of fire hazards and combustible materials.
- A fire watch shall be provided for at least 30 minutes after hot work activities conclude unless the hot work area is free of fire hazards and combustible materials.

**VIII – BUILDING DIMENSIONS**

Number of Stories: \_\_\_\_\_ Square Feet-Building: \_\_\_\_\_ Square Feet-Storage Area(s): \_\_\_\_\_

Square Feet-Basement: \_\_\_\_\_ 1<sup>st</sup> Floor: \_\_\_\_\_ 2<sup>nd</sup> Floor: \_\_\_\_\_ 3<sup>rd</sup> Floor: \_\_\_\_\_

**IX – FEE (from Resolution 14-26)**

Base Fee: \$200.00

**X - SIGNATURE**

*Deposit of check representing the fee for this application does not constitute approval of or granting of same by Hatfield Township. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Hatfield Township.*

**SIGNATURE OF APPLICANT**

**DATE**