



Safety and Code Enforcement Department

Hot Work Permit Application Submittal Requirements

The Hot Work Permit Application submission shall be in accordance with these requirements. All hot work (cutting, welding, grinding, thermal spraying, thawing pipe, torch-applied roof systems and similar activities) shall be done in compliance with the International Fire Code, OSHA and NFPA 51B. The following drawings, information and details must be submitted for review to firepermits@hatfield.org

The electronic (.PDF) permit application submittal must include:

- A copy of a fully completed and signed permit application.
- The permit fee by cash or check. (Hand delivered, USPS, or equivalent)
- Drawings or floor plans indicating the hot work areas.
- A full describing of the hot work activities.
- A copy of the hot work safety precautions.

Final hot work approval and permit closure:

- Completion and approval of all required field inspections.
- Termination of hot work activities (for one-time and short term hot work permit close out).

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.

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.

HATFIELD TOWNSHIP

Hot Work Permit Application

I - LOCATION OF PROPERTY

Address: _____ City: _____

State: _____ ZIP: _____

II - OWNERSHIP

Private Public Tenant Tenant Name: _____

III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

OWNER Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

CONTRACTOR Name: _____ Phone: _____

Address: _____

City: _____ Zip Code: _____

DESIGN Name: _____ Phone: _____

PROFESSIONAL

Address: _____

City: _____ 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 or gases used in the operations and the maximum quantity that can be found on site at any time:

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 – SUPPLIMENTAL 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 if 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: _____ 1st Floor: _____ 2nd Floor: _____ 3rd Floor: _____

IX – FEE

The permit fee is based on the total square footage of the building/facility. Please reference Section 13 (F) in the Hatfield Township Schedule of Fees.

Total square footage of the building/facility?: _____ Permit Fee: _____

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