

Frequently Asked Questions

- 1) I don't have any hazardous materials. What do I need to do?

Are you sure? Check the list of chemical categories. Check with your tenants, maintenance workers, or building managers to make sure there are no compressed gases, large quantities of hazardous cleaning materials or solvents, or other dangerous materials stored on the property. Any dangerous materials **that meet the permit quantities** listed in the tables will require a Permit.

DO NOT report small quantities of common office supplies such as White Out, glue sticks, window cleaner, janitorial supplies, a few leftover cans of house paint, several cans of spray paint, etc.

- 2) I checked the list, and I really don't have any hazardous materials. What do I do?

Please send the following information to the Fire Prevention Bureau so that we can update our files: 1) the Occupancy ID number from the top of your letter. 2) the current name of the building/business; 3) a business hours phone number; 4) a contact name; 5) an afterhours/emergency phone number. 6) a current floor plan of the building.

Our contact information is at the bottom of this list.

- 3) I have some material, but don't know which category it fits in. What should I do?

Read the MSDS or consult with your supplier for guidance.

- 4) I have a material that seems to fit more than one category, what should I call it?

Use the category *that best describes the hazard* presented by the material. For example, Sulfuric Acid is corrosive, but also reacts with water, so should it be considered a "Water-reactive liquid" or a "Corrosive Liquid"? In this example the corrosive effects of coming into contact with Sulfuric Acid outweigh the water-reactive aspects.

Another example is Ammonia. It is a gas, may be stored as a liquid, it's corrosive, and flammable, and toxic! The Department of Transportation considers it a Corrosive Gas for shipping purposes, so that is the main hazard.

- 5) Is propane measured by pounds, cubic feet of gas, or gallons of liquid?

For permit threshold purposes, propane is measured by the *aggregate* quantity using the "water capacity" of the cylinder or tank. IF you have enough to require a permit, propane is considered a gas, so you must use the total cubic feet of gas in order to determine the level of permit needed.

- 6) What is "Water Capacity"? How does that relate to pounds or cubic feet of propane?

The water capacity of a cylinder or tank is the quantity of water, measured in pounds, that the cylinder or tank will hold. This measurement is marked on all cylinders and tanks of propane. For example, if a cylinder of propane for a forklift is marked 'WC 80', its water capacity is 80 pounds of water. Water weighs 8.33 pounds per gallon, so the equivalent gallon capacity is 9.6 gallons (80 pounds divided by 8.33 pounds/gallon).

Multiplying 9.6 gallons by 13 cylinders of forklift fuel, and you get 124.8 gallons total. This is less than 125 gallons aggregate, so no permit is needed until you have 14 or more cylinders of propane forklift fuel. Using a similar calculation, you must have at least 22 cylinders of the gas-grill type to meet permit thresholds.

Propane will yield 8.66 cubic feet of vapor per pound. Multiply 8.66 by the total pounds of propane on site to determine the total cubic feet.

7) What does “aggregate” mean?

The aggregate quantity of a given material refers to the *total* quantity of materials, not in any one individual tank or container, but *all* storage vessels combined. For example, if you have 10 different types of flammable solvent, each in one gallon containers, the aggregate quantity is 10 gallons. Although the solvents may not be identical and are only one gallon each, *they are all in the same category*, so must be counted *as a single item*, i.e.- flammable solvent.

8) What is a Tier II? What is an HMPC or spill plan?

The Tier II is a specific reporting requirement that is part of Federal law. Certain specific chemicals within certain amounts must be reported to Federal, State, and Local authorities. If you do not know what this is, it probably does not apply to you. If reportable quantities of material are found during an inspection, you will be notified of the Tier II reporting requirement and given appropriate instructions.

Our local Metropolitan Sewer District (MSD), in accordance with Louisville Metro ordinances, may require a plan known as the Hazardous Materials Spill Control Plan, or HMPC, but commonly referred to as “spill plan”. MSD has specific requirements for filing the spill plan and you must contact them directly (502-540-6000) if you have questions regarding your HMPC. The Louisville Fire Department has access to the chemical inventory contained in your spill plan, IF it is current (less than 5 years old). So, if you have a spill plan with MSD, you need only report any materials that are NOT on the plan. ***Chemicals in the spill plan inventory must still be evaluated for possible inclusion when calculating the fee.***

9) I store a cryogenic liquid that is above the threshold quantity. Why do I have to pay the fee based on the Cubic Feet of Gas?

Although cryogenic liquids are measured as liquids for threshold limits, the material in its natural state is still a gas, and if liberated from its container will behave like a gas. Emergency responders must be aware of the exact nature of the hazard they may be exposed to when reacting to an alarm at your facility.

10) How is ammonia categorized?

Ammonia is considered a corrosive gas and is measured by cubic feet.

11) Dry cleaning fluid is in which category?

Tetrachloroethylene, also called perchloroethylene, or PERC, is a toxic liquid.

12) Fuel oil used in connection with oil-burning equipment is exempt. What is an example of an exemption?

Fuel tanks of Diesel or Kerosene *that are connected to oil-burning equipment* such as a back-up generator or a boiler are exempt. *Dispensing or transferring* fuel oil is NOT exempt.

13) What is the difference between consumer fireworks, display fireworks, and pyrotechnic articles?

Consumer fireworks are small fireworks offered for sale to the general public. (Note: not all consumer fireworks are legal in Kentucky.) Display fireworks are larger pieces, used by professional event companies to put on fireworks shows. They require a license from ATF. Pyrotechnic articles are similar to consumer fireworks, but are used mainly by professionals in stage or film work. They are classified by DOT as 1.4 explosives, similar to consumer fireworks.

14) I don't understand how much I'm supposed to pay. Give an example of a correct Billing Form.

Louisville Fire Department

1135 W. Jefferson St., Louisville, KY 40203

Billing Form

Company Name: ABC Company
Physical address: 123 E. Main St., Louisville, KY 40201
Mailing address (if different from above): P.O. Box 12345, Louisville, KY 40273
Occupancy ID number: 123456
(printed on your letter)

Hazmat Permit Level: (check ONE)

	Liquid	Solid	Gas
Level 1 (\$100)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level 2 (\$200)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level 3 (\$300)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Level 4 (\$400)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level 5 (\$500)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I, John Doe, certify that to the best of my knowledge, the enclosed chemical inventory and corresponding fee are accurate at the time of submission.

Printed Name & Title John Doe, Maintenance Manager

Did you remember to enclose:

Chemical Inventory?	<input checked="" type="checkbox"/>
Floor Plan?	<input checked="" type="checkbox"/>
List of current contacts?	<input checked="" type="checkbox"/>
Payment?	<input checked="" type="checkbox"/>

Print, sign and mail to: ATTN: Hazmat Permit, Louisville Fire Prevention Bureau, 1135 W. Jefferson St., Louisville, KY 40203.

This form was filled out on a computer, then printed and signed. Observe that only ONE box is checked under the middle section, for a Level 3 permit for Gas. This means that this property contains at least 6801 but not more than 35,000 cubic feet of gas. What kind of gas? It may be a combination of different types, but EACH TYPE must meet the threshold amounts. This quantity is the *aggregate amount* of the gases that meet permit thresholds. The facility may also have liquid or solid materials, but at a lower or equal level. Don't add categories together when figuring the fee, only pay for ONE level of ONE category. *The maximum fee for any single Permit is \$500.*

See the next example to further illustrate how to avoid over-payment.

In the example below, this facility contains up to 500 gallons of liquid, which could be a single material, or a combination of many materials of different types. They also have a quantity of compressed gas. Their fee is still only \$300, NOT \$400.

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(if different from above): P.O. Box 12345, Louisville, KY 40273

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Level 4 (\$400)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level 5 (\$500)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I, John Doe, certify that to the best of my knowledge, the
Signature

enclosed chemical inventory and corresponding fee are accurate at the time of submission.

Printed Name & Title John Doe, Maintenance Manager

Did you remember to enclose:

Chemical Inventory?	<input checked="" type="checkbox"/>
Floor Plan?	<input checked="" type="checkbox"/>
List of current contacts?	<input checked="" type="checkbox"/>
Payment?	<input checked="" type="checkbox"/>

Print, sign and mail to: ATTN: Hazmat Permit, Louisville Fire Prevention Bureau, 1135 W. Jefferson St., Louisville, KY 40203.

If you have liquid, solid, and gas, each at Level 1, pay only \$100, NOT \$300. Regardless of the category, only pay the highest of any ONE category. Do not add categories together when figuring the fee.

If you are unsure about a material, consult the MSDS for guidance, or the supplier of the material. See the attachments for general definitions, plus definitions for specific materials. You will find many answers there.

Contact information: please send any correspondence related to this permit to:

ATTN: Hazmat Permit
Louisville Fire Department
1135 W. Jefferson St.
Louisville, KY 40203

fax: 502-574-2955; phone: 502-574-3731 (ask for Hazmat Inspector)