



Town of Victor
 Planning & Building Department
 85 East Main Street
 Victor, NY 14564
 Ph. 585 742-5035 Fax (585) 742- 0202
 E-mail codes@town-victor-ny.us

Hot Work Operating Permit Application

Hot Work Permits are regulated by the Fire Code of New York State. Each facility where Hot Work is performed shall institute a Hot Work Program, as defined by the Fire Code of New York State:

HOT WORK PROGRAM. A permitted program, carried out by *approved* facilities-designated personnel, allowing them to oversee and issue permits for hot work conducted by their personnel or at their facility. The intent is to have trained, on-site, responsible personnel ensure that required hot work safety measures are taken to prevent fires and fire spread.

The Town of Victor will issue a Hot Work Operating Permit annually to each fixed site business conducting Hot Work within the town of Victor. One Operating Permit may cover multiple buildings, or locations within the town. Each business shall subsequently issue Hot work Permits through their own Hot Work Permit Program.

| Applicant Information | |
|-----------------------|------------|
| Name | E-mail |
| Address | Cell Phone |

| Business Information | | | |
|-------------------------|-------|-------------------|---------------------|
| Business Name | | | Type of Business |
| Mailing Address | | | # of Hot Work Areas |
| Local Business Contact | Title | E-mail | Phone |
| Local Emergency Contact | Title | E-mail | Cell Phone |
| Corporate Name | | Corporate Address | |
| Corporate Contact | Title | E-mail | Phone |

| Property Owner Information | | | |
|----------------------------|-------|-----------------|-------|
| Property Owner | | Mailing Address | |
| Contact | Title | E-mail | Phone |

| Applicant Signature | |
|--|------|
| <p><i>Acceptance does not relieve the Applicant, Business, Parent Corporation or Agents thereof, from complying with all applicable provisions of the law and or codes whether stated, implied, or omitted in the application and submitted documentation. Incorrect information or failure to maintain the provisions of the permit, applicable codes, and laws, may result in revocation or suspension of the permit.</i></p> <p><i>I further state I have a copy of Chapter 35 of the Fire Code of New York State and certify our facility has initiated a code compliant Hot Work Program.</i></p> | |
| Signature | Date |



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The following information is required when applicable. Please supply the following documents.

- Certificate of Workman’s Compensation Insurance
- Certificate of Liability Insurance
- Certificate of Disability Insurance
- Fire suppression sprinkler system 3rd party inspection reports
- Fire alarm 3rd party inspection reports
- \$100.00 Annual fee payable to the Town of Victor (Permit will not be processed until fee is paid.)

Prior to issuing the Operating Permit, an on-site inspection will be conducted. The inspection will include (but not limited to the following features:

- Egress paths
- Fire protection systems and equipment
- Fire Department access
- Material storage
- Fire hazards
- Property maintenance

| Hot Work Operation Information | | | |
|--|-----------------------------|-----------------------------|-----------------------------|
| <i>Check all applicable boxes below for types of Hot Work performed at your facility. Any checked activity will require a Hot Work Operating Permit.</i> | | | |
| Cutting | Grinding | Welding | Thermite Welding |
| Soldering | brazing | Pipe Thawing | Hot Roof Work |
| <i>If any box above is checked, please enter below information about your facilities Hot Work Program.</i> | | | |
| Hot Works Program Administrator | Title | E-mail | Phone |
| Responsible Person Primary | Title | E-mail | Phone |
| Responsible Person Backup | Title | E-mail | Phone |
| Location of Hot Work Program Office | | Location of Hot Work Zone A | Location of Hot Work Zone B |
| Location of Hot Work Zone C | Location of Hot Work Zone F | Location of Hot Work Zone E | Location of Hot Work Zone F |
| Location of Hot Work Zone G | Location of Hot Work Zone H | Location of Hot Work Zone I | Location of Hot Work Zone J |

| Office Use Only | | | |
|------------------------|-----------------------------------|-----------------|-----------|
| Fee Paid | Occupancy Class | Authorized Date | Receipt # |
| Documentation Accepted | Building Type | Issue Date | |
| Inspection Passed | Hot Work Code Issued to applicant | Expiration Date | |