



PALO ALTO FIRE PREVENTION OFFICE OF THE FIRE MARSHAL

250 Hamilton Ave, Palo Alto, CA 94301
Phone: (650) 329-2184

Permit for Storage and Use of Liquefied Petroleum Gas (LPG) Heating Appliances

Permit Process:

1. Go to the [ACA Portal](#) to submit a fire pre-application – Click Pre-Application tab towards the top of the page and follow the steps (choose Fire for application type). The pre-application will be reviewed, a new permit number created, and the project added to the plan review queue. In the pre-application:
 - a. Provide cutsheets and manufacturer instructions for
 - i. Heating appliances
 - ii. Cylinder storage
 - b. Provide site plan with details for heater appliances and LPG cylinder storage
 - i. Show dimensions to buildings, tents, overhangs, awnings, combustibles etc
 - ii. Show distance to exits and exit paths to sidewalk/public right of way
 - iii. Show locations of fire extinguishers and no smoking signs
 - iv. Show number of heating appliances in use and LPG cylinders in storage
 - c. See following Standards for Storage and Use of Portable Liquefied Petroleum Gas for all requirements.
 - d. If you have any trouble with the process or have status update questions, contact firepermits@cityofpaloalto.org
2. The plans and supporting documents will be reviewed by a hazmat plan reviewer. Generally, the turnaround time for a first submittal is 2 weeks and a second submittal is 1 week.
3. Once the permit has been approved and fees are paid, the permit will be issued. Once issued, a copy of the approved plans will be available under attachments in your ACA Portal.
4. An inspection and sign off from a hazmat inspector is required prior to the operation/use of LPG.
 - a. Request a 995 through the ACA Portal. See [ACA inspection request guide](#) for more information.
 - b. Once an inspection request has been submitted, send an email to notify fire@cityofpaloalto.org with permit number, address, and inspection type.
 - i. If this is for a **special event**, provide event date when requesting inspection. Plan for enough time in case the storage location is not approved, or any corrections are needed prior to event
 - c. A hazmat inspector will reach out to schedule the inspection. It is not scheduled until a hazmat inspector reaches out directly to confirm.
 - d. Provide copy of stamped plans on site during inspection.
5. Please see all Standards for Storage and Use in document on next page

STANDARDS FOR STORAGE AND USE OF PORTABLE LIQUEFIED PETROLEUM GAS & ELECTRICAL OUTDOOR HEATERS

For Use in Campbell, Cupertino, Los Altos, Los Altos Hills, Los Gatos, Milpitas, Monte Sereno, Morgan Hill, Mountain View, Palo Alto, San Jose, Santa Clara City, Saratoga, Sunnyvale, unincorporated areas of Santa Clara County, and where approved by your Local Jurisdiction. Authority Cited: 2019 California Fire Code (CFC)

Portable liquefied petroleum gas (i.e., LPG/Propane) and/or electrical heaters may be permitted in outdoor locations provided that these uses comply with the requirements described in this document.

A. Fees and Permits

Contact your local Fire Department regarding any required permits or fees for the storage or use of LPG fueled and/or electrical heaters.

B. Requirements

1. LPG Heater Appliances in Use:

- a. Outdoor heating appliances may be permitted in outdoor locations provided that the use complies with the requirements within this document, and the California Fire Code.
- b. Outdoor heating appliances are prohibited inside tents and temporary membrane structures; and inside any occupancy when connected to the fuel gas container.
- c. Outdoor heating appliances shall not be located within 5 feet of buildings, lot lines and adjoining properties.
- d. Outdoor heating appliances in use shall not be located beneath or within 5 feet of combustible decorations, combustible overhangs, awnings, sunshades, or similar combustible materials.
- e. Outdoor heating appliances shall not be located within 5 feet of exits or exit discharges.
- f. Only listed and approved outdoor heating appliances, utilizing a fuel gas container that is integral to the appliance, may be used.
- g. Outdoor heating appliances shall be installed and maintained in accordance with the manufacturer's instructions and their listing.
- h. Outdoor heating appliances shall be equipped with a tilt or tip-over switch off the flow of gas if the appliance is tilted more than 15 degrees from vertical.
- i. Outdoor heating appliances shall have their heating element or combustion chamber permanently guarded to prevent accidental contact by persons or material.



- j. Replacement of fuel gas containers in portable outdoor gas-fired heating appliances shall not be conducted while the public is present.
- k. The maximum individual capacity of gas containers used in connection with outdoor heating appliances shall not exceed 20 pounds.
- l. Facilities using outdoor heating appliances shall have compliant portable fire extinguishers (minimum 2-A:10-B:C) within 75 feet of the space where such appliances are used or stored.
- m. Sources of ignition shall be prohibited within 5 feet of any outdoor heating appliances. "NO SMOKING" signs shall be conspicuously posted at affected locations.
- n. Structures such as walls, solid fences, earth, concrete barriers or other similar structures shall not surround outdoor heating appliances or otherwise restrict air circulation around the appliance. Note: The base of the heater contains the LPG cylinder; the presence of such structures can create significant hazards such as: pocketing of escaping gas, interference with the application of cooling water by firefighters, and the redirection of flames against the LPG cylinders.

2. LPG Cylinders in Storage:

- a. LP-Gas cylinders shall be located in a manner which minimizes exposure to excessive temperature rise, physical damage, or tampering.
- b. LP-Gas cylinders shall be stored or used in an upright position. Cylinder outlet valves shall be closed or plugged.
- c. LP-Gas cylinders shall not be stored on roofs.
- d. LP-Gas cylinders shall not be located in basements, pits, or similar locations where heavier-than-air gas might collect.
- e. LP-Gas cylinders larger than 2.7 pounds of water capacity (nominal 1 pound of LPG) shall not be stored in buildings.
- f. LP-Gas cylinder storage outside of buildings shall be located at least 5 feet away from any doorway or opening to a building/area having two or more exits. Such storage shall be located at least 10 feet away from doorways or openings to buildings/areas having only one exit. The maximum aggregate quantity of LPG allowed in storage is 500 pounds (a 5-gallon cylinder equals 20 lbs. of LPG). Contact your Local Fire Department for storage requirements of more than 500 pounds of LPG.
- g. When exposed to vehicular traffic, LPG cylinders shall be suitably protected from impact.
- h. LPG cylinders shall be protected by either:
 - 1. An enclosure with at least a 6-foot high industrial type fence. NFPA 58 Sec 8.4.2.1(1); or
 - 2. A lockable, ventilated enclosure made of metal construction. NFPA 58 Sec 8.4.2.1(2)

Note: A chain link fence is the type of fence most commonly used for security. A solid fence is not allowed because it is important to allow air to circulate freely.

3. Electric Heater Appliances in Use:

- a. Only listed and labeled portable, electric space heaters shall be used.
- b. Portable, electric space heaters shall be plugged directly into an approved receptacle.
- c. Portable, electric space heaters shall not be plugged into extension cords.
- d. Portable, electric space heaters shall not be operated within 3 feet of any combustible material.
Portable, electric space heaters shall be operated only in locations for which they are listed.

4. Alternative Heater Appliances:

Pursuant to the California Fire Code, other alternative types of outdoor heating appliances shall not be permitted.