



**TOWN OF GREENBURGH  
BUILDING DEPARTMENT**

177 HILLSIDE AVENUE, GREENBURGH, NEW YORK 10607

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**Fee: \$200**

**APPLICATION # \_\_\_\_\_ - \_\_\_\_\_**

**APPLICATION FOR OPERATING PERMIT FOR  
COMPRESSED GAS STORAGE OR LP EXCHANGE CABINETS**

The storage, use, transportation and handling of compressed and liquefied petroleum flammable gases shall be in compliance with New York State Fire Code Chapters 53 and 61 and NFPA 58. An Annual operating permit must be obtained from the Building Department for all systems connected to liquefied petroleum or other compressed flammable gas container(s) and/or the storage thereof. Plans of the installation shall accompany request for such a permit. Locations of containers shall be regulated by the Building Inspector and be in compliance with Table 6104.3 of the Fire Code. The original installation of the tanks is to be submitted on a compressed gas permit application. The operating permit is submitted annually.

**For Office Use Only**

Inspector Assigned: \_\_\_\_\_

Approved By: \_\_\_\_\_

**SUBJECT PROPERTY INFORMATION**

Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Floor # \_\_\_\_\_ Suite # \_\_\_\_\_ Room # \_\_\_\_\_

Parcel ID: \_\_\_\_\_ Occupancy Class \_\_\_\_\_

**OWNER/LESSEE INFORMATION**

Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail: \_\_\_\_\_

Lessee \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail: \_\_\_\_\_

**APPLICANT INFORMATION**

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail: \_\_\_\_\_

I hereby certify that I am duly authorized to make an application for an operating permit

Signature \_\_\_\_\_ Date \_\_\_\_\_

**COMPRESSED AND LIQUIFIED PETROLEUM (LP) FLAMMABLE GASES-**

List existing tanks on site:

Tank #	Capacity (gal)	Contents	Tank Type (Manufacturer, Etc.)	Aboveground/Underground

**LP Exchange Cabinets** - Prior to the installation of LPG Exchange Cabinets, an operating permit must be granted from the Building Department. To obtain an operating permit, a completed operating permit application must be submitted to the Building Department with a site plan depicting lot measurements, building location, distance separations from the storage cabinet, adjacent neighboring structures, sidewalks used by the public, and distances to exits and parking areas. In addition details of the maximum quantity and size of the tanks to be stored must be provided. The original installation of the LP exchange cabinet is to be submitted on a building permit application. The operating permit is submitted annually.

**Attach a site plan showing the location of existing LP Exchange Cabinet and complete**

**Total Number of LP Tanks stored in cabinets:** \_\_\_\_\_

1. The installation of LPG exchange cabinets shall comply with Chapter 38 of the Fire Code of New York State.
2. All personnel who handle cylinders must be trained as to the properties/hazards of Propane and how to respond to potential mishaps. Written documentation of such training must be presented when requested by the inspector.
3. Cabinets must be installed in accordance with the separation requirements in Table 3809.12 of the Fire Code of New York State.
4. Vehicle impact protection shall be installed to protect against impact/physical damage (bollards or other barriers as approved by the Code Enforcement Officer).
5. Cabinets must be secured to an immovable object, tamperproof at all times and must be secured between exchanges.
6. Empty or exchanged cylinders must be placed in the cabinet immediately upon storage.
7. Reflective warning signs reading: "20# PROPANE CYLINDERS STORED INSIDE THIS ENCLOSURE" must be permanently affixed to the enclosure.
8. Cylinders must never be taken inside of facility.
9. Cylinders must be located in a manner which minimizes exposure to excessive temperature rise, physical damage and tampering.

An inspection of the facility must be performed by the Building Department and a permit issued prior to any use. If ALL of the above regulations have been complied with, a one year conditional Operating Permit will be issued. It must be displayed at all time in the general area of the cabinets in a clear waterproof encasement. **This permit must be renewed annually, on or before January 1<sup>st</sup>.** Periodic, unannounced inspection will be performed to assure compliance. Any violations could result in revocation of the Operating Permit, thus, requiring the removal of the cabinet from the facility.