

Hazardous Materials License Application



Submit Application to:

Madison Fire Department
314 W. Dayton St
Madison, WI 53703

Make checks payable to: **City of Madison Treasurer.**
License fee is \$125.00 and is non-refundable.

For questions, or to contact a fire inspector, call Madison Fire at (608) 266-4420 for assistance with completing this application.

**Complete sections A - D. It is mandatory that all applicable information be completed.
Inaccurate information may result in suspension or revocation of license.**

SECTION A: Establishment Address

Street Address: _____

City, State, ZIP: _____

Municipality (Village/Town/City): _____

SECTION B: Applicant/Contact Information

Trade name (Doing Business As): _____

Local Contact Person: _____

Local Contact Phone: _____ Local Contact E-mail: _____

SECTION C: License Holder Information

Organization Legal Name/Sole Proprietor Name : _____

Mailing Address: _____

City, State, ZIP: _____

Organization Contact Person: _____

Organization Contact Phone: _____ Organization Contact E-mail: _____

SECTION D: Attestation and Signature

By signing this application you acknowledge and agree to comply with Madison General Ordinance 34, Wisconsin Administrative Codes and the International Fire Code.

The statements made in this application are true to the best of my knowledge.

Signature _____ Date _____

- A Hazardous Materials License shall be obtained to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in the IFC table 105.5.22.
- Complete a Hazardous Materials Worksheet to determine if a license is required.
- Please remit license fee of \$125.00 per license payable to the City of Madison Treasurer.
- All license applications shall be submitted **thirty (30) days** prior to commencing the prescribed activities.
- A license is not transferable and any changes in equipment, ownership, use of occupancy of premises shall require a new license.
- An inspection may be required before the issuance of a license.
- Licenses shall be valid for no more than 1 year. The term of each annual license shall be from July 1 to June 30 of the next succeeding year.
- Licenses at all times shall be prominently displayed on the premises.

Application Instructions

- Hazardous Materials Management Plan (HMMP) is **required** for each application.
- The HMMP shall include a facility site plan designating:
 - * Access to each storage and use area.
 - * Storage arrangement, including location and dimensions of aisles.
 - * Location of emergency equipment.
 - * Location where liaison will meet emergency responders.
 - * Facility evacuation meet point locations.
 - * The general purpose of other areas within the building.
 - * Location of all above-ground and underground tanks and their appurtenances including, but not limited to sumps, vaults, below-grade treatment systems and piping.
 - * The hazard classes in each area.
 - * Locations of all control areas and Group H occupancies.
 - * Emergency exits.
- Each application shall include a Hazardous Materials Inventory Statement (HIMS), such as SARA Title III, Tier II Report or other approved statement. The HIMS shall include the following information:
 - * Product name.
 - * Component.
 - * Chemical Abstract Service (CAS) number.
 - * Location where stored and used.
 - * Container size.
 - * Hazard classification.
 - * Amount in storage.
 - * Amount in use-closed system.
 - * Amount in use-open system.

For additional conditions see MGO 34 and the International Fire Code.