



USE PERMIT APPLICATION
Extremely Hazardous Substances (EHS) – PAGE 1

GENERAL INSTRUCTIONS FOR THE APPLICANT

- PLEASE READ OVER THIS APPLICATION AND INSTRUCTIONS THOROUGHLY AND FILL OUT COMPLETELY, USING INK OR OTHER PERMANENT MARKER.
- PLEASE PRINT OR TYPE ALL RESPONSES. FORM IS FILLABLE IN ADOBE ACROBAT.
- SUBMIT THIS APPLICATION TO THE FIRE MARSHAL'S OFFICE AT THE ADDRESS LISTED ABOVE.
- ALLOW UP TO 10 BUSINESS DAYS FOR PROCESSING

Existing Permit Number (Renewals Only): _____ ☐ NO CHANGES

This application is for: ☐ Laboratory ☒ Data Center ☐ Other _____

Tier II reporting complete/ on file with Loudoun County: ☐ Yes ☐ No

Stored EHS

Chemical Name	Quantity (average daily)	Additional Information
le: Sulfuric Acid	21547 lbs	15% Lead Acid Batteries

Fuel stored

Type	Container	Capacity	Additional Information
le: Diesel Fuel	Belly Tank	500 gallons	

Fees: \$600.00 for each addressed location. Operational permits are valid for one year.

Business Name: _____ DBA: _____

Billing Address _____ City _____ State _____ Zip _____

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Inspection Property Address if different than billing:

Street Address

City

State

Zip

Name of on-site contact:

Print full name

Telephone:

Emergency Telephone:

I, _____ hereby accept full responsibility for the adherence to all requirements of the Virginia Statewide Fire Prevention Code and the Loudoun County Fire Prevention Code pertaining to the above application.

Please return this application with check or money order payable to the County of Loudoun.

Only application pages need to be returned. The instructions page is only to assist the applicant and provide general guidance.

Instructions:

This application is to be used for Extremely Hazardous Substances (EHS) Tier II reporting facilities. This includes data centers, laboratories, refineries, and computer chip manufacturing facilities.

If you are renewing an existing permit, enter the number in the space provided. If this is a new permit, simply write “NEW”.

Provide the business name and ‘Doing Business As’ name if it is different. Often a business uses a corporate name that is different from the name on the location. If the business location is different from the billing office, enter it as the inspection location in the space provided. Please include the listed street address for the location to be inspected.

Ensure to provide the name and contact information for the on-site contact when completing the application. The application with a check or money order payable to ‘County of Loudoun’ should be mailed to the address shown on the application. We are not equipped to accept cash or credit/debit cards at this time.

Once the permit is processed an inspection will be scheduled. Common items we look for are:

- **Exits are clear and accessible.**
- **Correct storage cans or cabinets where required.**
- **General housekeeping.**
- **Storage is not impeding egress or the operation of fire suppression systems.**
- **Portable extinguishers are accessible and properly maintained.**
- **Documentation showing current maintenance of alarm and suppression systems, where installed. This includes required and voluntary systems.**
- **Electrical panels, alarm panels and other utility controls are accessible.**
- **Building address is clearly visible from the street.**
- **Correct usage of extension cords and re-locatable power taps**

This list covers the most common items related to these occupancies. Not all of these items apply to every location, and some have additional specific requirements. If you have questions related to a specific use or operation, please contact the Fire Marshal’s Office for additional assistance.