

**MCKINNEY FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE**

LIQUEFIED PROPANE GAS (LPG) CONSUMER EXCHANGE

These guidelines are to be followed when a building or facility within the City of McKinney proposes to install a Liquefied Propane Gas (LPG) consumer exchange program location within the City of McKinney City Limits.

NOTICE: In accordance with H.B. No. 2663 (82nd Legislature), all liquefied petroleum gas (LPG) installations and operations shall comply with NFPA 58, 2008 Edition, as adopted and modified by the Railroad Commission of Texas under TAC Title 16, Part 1, Chapter 9.

A PERMIT is required to be issued by our office and the installation inspected.

The below is provided as "INFORMATION ONLY" and indicates both NFPA 58 and 2015 IFC requirements. All applications will be reviewed in accordance with H.B. No. 2663.

INSTALLATION REQUIREMENTS

1. Installations next to buildings are limited to an aggregate capacity of 2,000 pounds.
2. Cages shall be located at least 20 feet from openings into buildings, fuel dispensing devices, or any portion of a building used as a means of egress.
3. Cages shall be located at least 10 feet from the public way and fire lanes.
4. Cages shall be located a minimum of 3 ft. from any exterior wall.
5. When stored outside of buildings protected with an automatic sprinkler system, the eaves, canopies, or overhangs where the cages are located shall be protected by sprinklers.
6. Cages and cage areas shall be kept free and clear of all combustible materials, including storage, for a distance of at least 10 feet on all sides. This includes merchandise displays.
7. Ground striping will be required on the floor to identify the 10 ft. clear area around the cages.
8. Cages shall be a lockable ventilated metal locker or rack that prevents tampering and pilfering.
9. Cages shall be so located a minimum of 10 ft. from any source of ignition.
10. Cages shall be designed so that containers cannot be stacked on top of each other and designed so that containers are positioned upright with the pressure-relief valve in direct communication with the vapor space of the container.
11. All containers shall be protected by screw-on type caps or collars and container outlet valves shall be closed and plugged when in storage.
12. All containers shall be provided with an OPD valve.
13. Defective containers or containers showing denting, bulging, or excessive corrosion shall be removed from service and properly disposed of.
14. NO SMOKING signs and approved NFPA 704 hazard identification signs shall be posted on the exchange cage. No Smoking signage shall be posted at the exchange cages and within 25 ft. of the surrounding area.
15. Signs listing exchange procedures, company name and 24 hour phone numbers shall be posted on the cage.
16. Signs requiring that customers leave LPG containers outside shall be posted at the building entrance(s).
17. Cages shall be protected from vehicle damage (bollards) in accordance with IFC Section 312, as follows:
 - a. Install 4-inch steel pipes filled with concrete.
 - b. Pipes shall be spaced no more than 4 feet apart.
 - c. Pipes shall be set not less than 3 feet deep in a concrete footing of not less than 15-inch diameter.

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- d. The top of the post shall be a minimum of 3 feet above the ground.
 - e. Posts shall not be located less than 3 feet from the cage.
18. The Fire Marshal's Office may approve alternate methods and material as requested by the installing contractor so long as it is within the prescriptive requirements of NFPA 58.

OPERATIONAL REQUIREMENTS

- 19. Provisions shall be made for controlling and mitigating unauthorized LPG discharges. A Hazardous Materials Management Plan shall be readily available on site.
- 20. All employees with access to the exchange cage shall be trained in the proper handling and operating procedures, including the procedure for handling defective containers.
- 21. A written inspection checklist for receiving empty containers as well as giving out full cylinders shall be available and used by employees when handling containers.

To expedite the plan review and inspection processes, please refer to the information listed below.

PERMITTING REQUIREMENTS

- 22. Provide a written description of the operation of the consumer accessible propane exchange location.
- 23. Site plan drawings of the existing site location and conditions, to include;
 - a. All buildings and structures.
 - b. Fire lanes and fire hydrants.
 - c. Location of tanks with regards to building exits.
- 24. A full equipment listing.
- 25. Manufacturer documentation for all parts and materials used in the project.
- 26. Drawings shall be submitted for review and approval, PRIOR to installation.
- 27. Drawings shall be generated by the installing company specific to the installation. Drawings shall show plan view and other pertinent information.
- 28. Submittal package must identify and include all the above requirements to be accepted for review.
- 29. No consumer accessible propane exchange locations shall be installed on the site until a Permit has been issued. Any work performed prior to the issuance of this permit may result in a citation being issued for violation of Section 113.3 of the 2015 International Fire Code.

GENERAL SUBMITTAL REQUIREMENTS

- 30. Each submittal shall have a completed McKinney Fire Department Plan Review Permit Application.
- 31. Plans approved by the Fire Marshal's Office give authorization for installation. Final approvals are subject to field verification. Any approval issued by the Fire Marshal's Office does not release the contractor or property owner from the responsibility of full compliance with all applicable codes and ordinances.
- 32. All fire department inspection forms and permits shall be kept on the job site until final inspection.
- 33. All installations shall comply with the approved plans. Any deviation from the approved plans requires a re-submittal to the Fire Marshal's Office.

All LPG consumer accessible locations (propane exchange) for the purposes of this guideline and any other guidelines or requirements of the Fire Department shall conform to the 2015 International Fire Code, as adopted and amended by City of McKinney.

This guide does not replace, nor supersede any codes and/or ordinances adopted by the City of McKinney, or determinations and positions of the Fire Chief or Fire Marshal.