



**Ocean City Fire Department**  
**Office of the Fire Marshal**  
301 Baltimore Ave, Ocean City, MD 21842  
Phone: 410-289-8780 / Fax: 410-289-8767



**Permit Requirements and Application for the use of**  
**Tar, Asphalt or Similar Substance Kettles**

**Within the corporate limits of the Town of Ocean City, all asphalt tar trailer/kettles, when being prepared for use or in use located closer than 20 feet to any building, located inside of or on the roof of any building shall obtain a permit from the Municipal Fire Marshal. Asphalt tar trailer/kettles are any type of equipment including, but not limited to, chassis-mounted equipment used for preheating or heating tar, asphalt, pitch, or similar substances for roofs, floors, pipes, or similar objects. Sec. 34-43. (12) Ocean City Fire Prevention and Protection Code.**

1. A site plan shall be submitted with the application showing the location of the kettle in relationship to exits, structures, combustible and flammable materials. Are the structure(s) combustible or non-combustible?
2. Operating tar kettles shall not be operated inside of or on the roof of any building.
3. Where the roof elevation does not allow for asphalt to be pumped to the roof surface, kettles will be permitted to be placed on the roof a building, provided that the kettle is placed on an entirely non-combustible surface for the entire area beneath and immediately surrounding the kettle.
4. Kettles shall be operated in a controlled area. The area shall be identified by the use of traffic cones, barriers, and other suitable means.
5. Additional fire protection measures may be required of the contractor so clearances may possibly be reduced.
6. An operating kettle shall be attended by a minimum of one employee who is knowledgeable of the operations and hazards.
7. The employee shall be located within 25 feet of the kettle and shall have the kettle within sight.
8. Two (2) approved 4-A:40-B:C fire extinguishers shall be provided and maintained within 25 feet of the operating kettle.
9. A minimum of one (1) approved 4-A: 40-B:C fire extinguisher shall be provided and maintained on the roof in close proximity to the roofing operations while the roofing material is being applied.
10. Fire extinguishers shall be mounted in an accessible and visible or identified location.
11. Kettles, or any equipment associated with the kettle shall not block and/or obstruct any exits, means of egress, gates, roadways, or entrances.



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12. The storage or use of any equipment, materials and/or products shall not block and/or obstruct any exits, means of egress, gates, roadways, or entrances.
13. Kettles shall not be located closer than 10 feet from exits or means of egress.
14. Fuel containers shall be constructed and approved for the use for which they were designed.
15. Liquefied petroleum gas (LP-Gas) containers, hoses, regulators, and burners shall conform to the requirements in accordance with NFPA 58.
16. LP-Gas cylinders shall be secured to prevent accidental tip over.
17. Regulators shall be required on any cylinders.
18. Roofing kettles and all integral working parts shall be in good working condition and shall be maintained free of excessive residue.
19. All piping used for pumping heated material to the roof shall be installed in a manner to prevent loss of heated material.
20. Flexible steel piping shall not be used on the vertical extension of piping systems.
21. Flexible steel piping shall be limited to those connections that are immediately adjacent to the pump kettle or discharge outlet.
22. No single length of flexible piping shall exceed 6 feet in length, and all piping shall be able to withstand a pressure of at least four times the working pressure of the pump.
23. All kettles shall have an approved, working visible temperature gauge that indicates the temperature of the material being heated.
24. Lids that can be gravity operated shall be provided on all kettles. The tops and covers of all kettles shall be constructed of a steel sheet having a thickness of not less than 0.075 in. (No. 14 Manufacturers' Standard Gauge) that is close fitting and attached to the kettle with hinges that allow gravity to close the lid.
25. The chassis shall be substantially constructed and capable of carrying the load imposed upon it whether it is standing still or being transported.
26. All fuel containers shall be maintained in accordance with applicable NFPA codes and standards.
27. All fuel containers shall be at least 10 feet from the burner flame or at least 2 feet there from when properly insulated from heat or flame.



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**Application for Tar, Asphalt, or Similar Substance Kettles**

*Submit application via email: [OCFM@oceancitymd.gov](mailto:OCFM@oceancitymd.gov)*  
*Or by mail: Office of the Fire Marshal*  
**P.O. Box 158**  
**Ocean City, MD 21843**

**PLEASE TYPE OR PRINT CLEARLY AND COMPLETE ALL AREAS OF THE APPLICATION**

Date(s) of Proposed Setup and/or Use: \_\_\_\_\_

Location/Use of the Kettle: \_\_\_\_\_ Ocean City, MD

Applicant/Business Name (Please Print): \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Applicant Phone Numbers: \_\_\_\_\_ Other: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

**\*\*Site plan must be submitted with application\*\***

*Note: The issuance of the permit is based upon the information contained in this application only, and does not cover unsatisfactory conditions resulting from errors, omissions or failure to clearly indicate conditions. Any change(s) to the application shall be submitted to the Office of the Fire Marshal for review.*

*I hereby certify that I have read and understand the conditions and requirements for having this permit and agree to comply with the conditions and requirements. I understand that failure to comply with the conditions would mean cancellation of this permit and possible denial of future permits.*

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Official Use Only Below**

Application received: \_\_\_\_\_ Permit application #: \_\_\_\_\_

Deputy Fire Marshal Assigned: \_\_\_\_\_ Reviewed and ready for invoicing: \_\_\_\_\_

Applicant notified permit is ready for issuance: \_\_\_\_\_