

Roseburg Fire Department  
Fire Prevention Bureau  
774 SE Rose St. Roseburg, OR 97470  
PH (541) 673-4459 FAX (541) 673-440-8952  
**Spray Paint Booth Checklist**  
Email: [fireprevention@cityofroseburg.org](mailto:fireprevention@cityofroseburg.org)  
Revised – (1/13/09)

**A Permit is Required for all Procedures:**

(Permit Fee (Effective until June 30, 2009) is \$133.00.

**All Inspections Require at Least 24 Hours Pre-notice:**

At least 24 hours notice is required to obtain a permit inspection. Before beginning the procedure, call the City of Roseburg at (541) 440-1175 to schedule a fire department inspection. The permit, and approved plans must be on the job site.

**Initials Required For Each Item**

- \_\_\_\_\_ 1. **FLOOR PLAN** – Submit two scaled floor plan including spray paint booth location and all other equipment location. **OFC 1504.2**
- \_\_\_\_\_ 2. **SIZE OF SPRAY PAINT BOOTH** – The aggregate area of spray paint booths in a building shall not exceed the lesser of 10 percent of the area of any floor of a building, 1,500 s.f. or the basic area allowed for a Group H-2 Occupancy (without area increases). **OFC 1504.3.2.6**
- \_\_\_\_\_ 3. **CLEAR SPACE AROUND SPRAY PAINT BOOTH** – A clear space of not less than 3 feet shall be maintained on all sides of the spray booth. **SEE EXCEPTIONS. OFC 1504.3.2.5**
- \_\_\_\_\_ 4. **FIRE EXTINGUISHERS** – Provide a minimum 4A-40BC type fire extinguisher within 30 feet of spray paint booth. **OFC 906, 1504.4.1**
- \_\_\_\_\_ 5. **NO SMOKING SIGNS** – Provide “No Smoking” signs in a conspicuous location. **OFC 310, 1503.2.6**
- \_\_\_\_\_ 6. **WELDING WARNING SIGNS** – Provide a warning sign stating “No Welding The Use of Welding or Cutting Equipment in or Near this Area is Dangerous Because of Fire and Explosion Hazards. Welding and Cutting shall be done only under the Supervision of the Person in Charge” in a conspicuous location. **OFC 1503.2.7**

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7. **OPEN FLAMES AND SPARKS** – Open flames and spark-producing devices shall not be located in flammable vapor areas and shall not be located within 20 feet of such areas unless separated by a permanent partition. **SEE EXCEPTION. OFC 1503.2.2**
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8. **CONSTRUCTION** – Spray paint booths shall be constructed of approved noncombustible materials. **OFC 1504.3.2.1**
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9. **FLOOR** – Spray paint booth floor shall be of a noncombustible, nonsparking material. **OFC 1504.3.2.3**
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10. **SURFACES** – The interior surfaces of spray paint booths shall be smooth. **OFC 1504.3.2.2**
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11. **ILLUMINATION** – Where spray paint booths are illuminated through glass panels or other transparent materials only fixed luminaires shall be utilized. **OFC 1504.6.2 – 1504.6.2.3**
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12. **VENTILATION** – Mechanical ventilation shall be kept in operation at all times while spraying operations are being conducted and for a sufficient time thereafter. **OFC 1504.7 – 1504.7.1**
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13. **RECIRCULATION** – Air exhausted from spraying operations shall not be recirculated. **SEE EXCEPTIONS. OFC 1504.7.2**
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14. **AIR VELOCITY** – Ventilation systems shall be designed, installed and maintained such that the average air velocity over the open face of the booth, or booth cross section in the direction of airflow during spraying operations, shall not be less than 100 feet per minute. Submit calculations. **OFC 1504.7.3**
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15. **INDEPENDENT DUCTS** – Each spray booth shall have an independent exhaust duct system discharging to the outside. **SEE EXCEPTIONS. OFC 1504.7.5**
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16. **TERMINATION POINT** – The termination point for exhaust ducts discharging to the atmosphere shall not be less than the following distances: 30 feet from the property line; 10 feet from openings into the building; 6 feet from exterior walls and roofs; 30 feet from combustible walls or openings into the building that are in the direction of the exhaust discharge; 10 feet above adjoining grade. Submit a Section showing required distances. **OFC 1504.7.6**
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17. **FAN MOTORS AND BELTS** – Electric motors driving exhaust fans shall not be placed inside booths or ducts. **OFC 1504.7.7**

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- \_\_\_\_\_ 18. **FILTERS** – Air intake filters that are part of a wall or ceiling assembly shall be listed as Class I or II in accordance with UL 900. Exhaust filters shall be required. **OFC 1504.7.8 – 1504.7.8.7**
- \_\_\_\_\_ 19. **INTERLOCK FOR SPRAYING EQUIPMENT** - Spraying equipment shall be interlocked with the ventilation of the flammable vapors areas such that spraying operations cannot be conducted unless the ventilation system is in operation. **OFC 1504.7.1**
- \_\_\_\_\_ 20. **DRYING OPERATIONS** – Spray booths and spray rooms used for drying operations shall comply with the following: **OFC 1504.6.1 – 1506.4.1.2.2**
- \_\_\_\_\_ 21. **SPRINKLER SYSTEM** – Submit sprinkler plans and calculations designed for Extra Hazard Group II Occupancy. **2007 NFPA 13 A.5.4.2**
- \_\_\_\_\_ 22. **PROTECTION OF SPRINKLERS** – Automatic sprinkler heads shall be protected from the accumulation of residue from spraying operations in an approved manner. Bags used as a protective covering shall be 0.003-inch thick polyethylene or cellophane or shall be thin paper. **OFC 1504.5.2**
- \_\_\_\_\_ 23. **ELECTRICAL** – Electrical wiring and equipment located outside of, but within 5 feet horizontally and 3 feet vertically of openings in a spray booth or a spray room shall be approved for Class I, Division 2 or Class II, Division 2 hazardous locations per the 2005 National Electrical Code. **OFC 1503.2.1.3**
- \_\_\_\_\_ 24. **ELECTRICAL AREAS INSIDE THE SPRAY PAINT BOOTH OR ROOM** - Shall be per **2005 NEC Section 516. OFC 1503.2.1.1**
- \_\_\_\_\_ 25. **GROUNDING** – Metal parts of spray booths, exhaust ducts and piping systems conveying Class I or II liquids shall be electrically grounded in accordance with the 2005 National Electrical Code. **OFC 1503.2.5**

Completed By: \_\_\_\_\_

Date: \_\_\_\_\_

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