



## **City of Petaluma Fire Department**

11 English Street, Petaluma, California 94952

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Fire Prevention Bureau (707) 778-4389 / Fax (707) 776-3642

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### **PETALUMA FIRE DEPARTMENT PROCEDURES FOR TEMPORARY CLOSURE/REMOVAL OF UNDERGROUND STORAGE TANKS (UST)**

In general, the Petaluma Fire Department follows guidelines specified in the UNIDOCs UST document entitled “Guidelines for Permanent Closure of Underground Hazardous Materials Storage Tank Systems and Sumps” available at [www.unidocs.org](http://www.unidocs.org).

In addition, we request that applications to close UST contain the following information:

#### **PERMIT**

1. Obtain and complete a City of Petaluma permit application and appropriate fees to install a new UST (\$736 for the 1<sup>st</sup> tank; \$511 each add'l tank), modify/alter an existing UST (\$511/site), or close and/or remove a UST (\$1,225/site). The permit application can be found on our website at <http://cityofpetaluma.net/firedept/pdf/permit-application-2009.pdf>.

#### **TANK REMOVAL**

1. Site Plan which includes all of the following:
  - Location of all UST(s)
  - Property boundaries
  - Location of structures near UST(s)
  - Roadways
  - Product lines/dispensers
  - Water wells
  - Septic systems
  - Storm drains
  - Scale/North arrow
2. Completed Health and Safety Plan.
3. Copy of contractors Workers Compensation coverage verification.
4. Copy of contractors Hazardous Materials Certification.
5. Name of tank removal contractor.
6. Complete scope of work.
7. Location where tank(s) will be disposed of. In Petaluma we allow gasoline and diesel tanks to be disposed of as non-hazardous **IF** the tanks are properly triple rinsed and rendered inert.

8. Name of third party laboratory collecting samples and their protocols for collecting samples. Be advised, a fire inspector must witness all sampling and all sampling must be completed under “chain of custody”.
9. State UST forms A & B (filled out). Can be found at [www.unidocs.org](http://www.unidocs.org) .
10. UST must be properly triple rinsed by a licensed contractor. All waste must be properly disposed of as hazardous waste according to local, state, and federal laws.
11. UST must be inerted with enough dry ice to render an LEL and O<sub>2</sub> of 10% or less.
12. The tank removal contractor shall provide removal/lifting equipment of a size to safely remove the tank(s).
13. A fire inspector must be present for the UST removal and you must provide a minimum 48 hours (2 business days) advanced notification.
14. All tank openings (except one vent line per tank) must be capped prior to transportation of the UST(s).
15. All soil and groundwater sampling shall comply with Regional Water Quality Control Board Guidelines (Tri-Regional Guidelines) and additional samples may be required due to site specific conditions as directed by the fire inspector.
16. Contaminated stockpile must be placed on plastic and covered while awaiting chemical analysis.
17. The excavation must be protected by either backfilling or adequately fencing (minimum 6 foot chain link) once the tanks are removed.
18. Product lines/dispensers must be eventually removed and sampling shall be done at 20 foot intervals and at each dispenser.
19. The Bay Area Quality Management District requires written notification prior to cleaning or removal of the tanks (minimum 5 days). Call (415) 771-6000 for further information.
20. The UST removal should also be coordinated with the Sonoma County Department of Environmental Health by calling (707) 565-6565.
21. A complete report of the UST(s) removal shall be submitted to the Petaluma Fire Department within thirty (30) days of the removal.

### **TEMPORARY TANK CLOSURE**

1. Provide documentation as to final disposition of tank contents.
2. UST must be triple rinsed by a licensed contractor. All waste must be disposed of as hazardous waste according to local, state, and federal laws.
3. UST must be inerted with enough dry ice to render an LEL and O<sub>2</sub> of 10% or less.
4. All tank openings (except one vent line per tank) must be capped and locked.
5. A fire inspection must be conducted to confirm that the above mentioned requirements have been met. Inspection must be scheduled a minimum of 48 hours (2 business days) in advance.

The information contained in this guide constitutes our “general procedures” for planning purposes and shall form the basis for UST removals in Petaluma. Be advised site specific variations may require changes or additions to general requirements and we recommend that all plans and field work be closely coordinated with the fire inspector.

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