



## **City of Petaluma Fire Department**

11 English Street, Petaluma, California 94952

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

### **PROCEDURES FOR CLOSURE/REMOVAL OF UNDERGROUND STORAGE TANKS (UST) AND TEMPORARY CLOSURE OF UNDERGROUND STORAGE TANKS (UST)**

The Petaluma Fire Department enforces regulations specified by the California State Water Resources Control Board (SWRCB) and the Health and Safety Code (H&S). A detailed guidance document of these requirements can be found on the UNIDOCs website: "Underground Storage Tank System and Sump Closure Requirements"

<http://www.unidocs.org/hazmat/ust/closure/un-002.pdf>

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

#### **PERMIT**

1. Complete a City of Petaluma permit application and pay fees to install a new UST, modify/alter an existing UST, or close and/or remove a UST. The permit application can be found on our website at <http://www.cityofpetaluma.net/firedept/prevention.html>.

#### **TANK REMOVAL**

1. Provide a 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. Gasoline and diesel tanks may be disposed of as non-hazardous **IF** the tanks are properly triple rinsed and rendered inert. A copy of the manifest for rinsate must be provided during site inspection.

8. Name of third party laboratory collecting samples and their protocols for collecting samples. A fire inspector must witness all sampling and all sampling must meet chain of custody requirements.
9. Completed State UST forms A & B. Forms can be found on the Water Board website:  
Form A: [http://www.swrcb.ca.gov/ust/forms/docs/hwfwrc\\_a.pdf](http://www.swrcb.ca.gov/ust/forms/docs/hwfwrc_a.pdf)  
Form B: [http://www.swrcb.ca.gov/ust/forms/docs/hwfwrc\\_b.pdf](http://www.swrcb.ca.gov/ust/forms/docs/hwfwrc_b.pdf)  
For currently operating UST facilities, this information must be in CERS.
10. UST must be triple rinsed by a licensed contractor. All waste must be properly disposed of as hazardous waste according to local, state, and federal laws and a copy of the manifest provided to the CUPA.
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 adequate to safely remove the tank(s).
13. A fire inspector must be present for the UST removal and the removal scheduled a minimum of 48 hours (2 business days) in advanced. NOTE: Based on staffing availability and work load the CUPA may not be able to accommodate a 48 hour request.
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 and final disposition.
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) 749-4900 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 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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