



**THE CITY OF FIRCREST**

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-8999 • (253) 564-8901 • FAX (253) 566-0762

## Underground Tank Decommissioning or Removal Single Family Residential - Less than 1,100 gallons

To be completed by the Permit Applicant

Date:	Start Date:	
Contractor Name:		
Contractor Address:		
Site Address:	(If different from above)	
Email address:		
City of Fircrest Business License		
Washington State Contractor License:		
ICC UST Certification #		
Comments		

Underground storage tank will be removed (see attached requirements)

Underground storage tank will be closed in place (see attached requirements)

I hereby certify that the information provided is correct and that the decommissioning of the Underground Storage Tank will be in accordance with the laws, rules, and regulations of the State of Washington, International Fire Code and the Fircrest Municipal Code.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**PERMIT CONDITIONS:**  
**Underground Tank Decommissioning - Single Family Residential Tank**  
This permit applies to tanks of 1,100 gallons or less

All of the following conditions must be met prior to the issuance of a permit.

**1. Time Lines**

Permits shall be issued prior to the commencement of work. No permit will be issued after tank decommissioning work is performed.

**2. Regulator reference**

2009 International Fire Code Chapter 34

**3. Required submittals**

- a) City of Fircrest permit application
- b) City of Fircrest business license number (enter on application)
- c) Washington State Contractor license (enter on application)

UPON COMPLETION OF WORK, SUBMIT:

- d) Heating Oil Tank Decommissioning Report to the City of Fircrest (see attached)

**4. Inspection requirements**

No prior or final inspection is required.

**5. Requirements for decommissioning and removal**

See City of Fircrest Information Bulletin *Decommissioning of Residential Heating Oil Tanks*

Removal of tank:

- Pump all remaining oil from your tank
- Clean out any sludge in the bottom of the tank
- Remove potentially explosive vapors from the tank
- Properly dispose of the tank

Closed in place:

- Flammable and combustible liquids shall be removed from the tank and connected piping
- The suction, inlet, gauge, vapor return and vapor lines shall be disconnected.
- **\*\*The tank shall be filled completely with an approved inert solid material.**
- Remaining underground piping shall be capped or plugged.
- A record of tank size, location and date of abandonment shall be retained.
- All exterior above-grade fill piping shall be permanently removed when tanks are abandoned or removed

\*\*Item 3 is a new requirement in the 2009 International Fire Code Section 3404.2.13.1.4

City of Fircrest  
Heating Oil Tank Decommissioning Report

Address tank located: \_\_\_\_\_

Property owner: \_\_\_\_\_

Date of decommissioning: \_\_\_\_\_ Tank size: \_\_\_\_\_

Type of disposal: In Place \_\_\_\_\_ Removal \_\_\_\_\_

Type of fill material: \_\_\_\_\_

Company name: \_\_\_\_\_ Phone \_\_\_\_\_

Person responsible for disposal: \_\_\_\_\_

City of Fircrest business license number: \_\_\_\_\_

ICC UST Certification number: \_\_\_\_\_

Department of Ecology Certification number: \_\_\_\_\_

*If required:* Soil analysis company: \_\_\_\_\_

Results of analysis: \_\_\_\_\_

I, the property owner, was provided with a copy of the permit conditions and the City of Fircrest Information bulletin. I understand that no permit will be issued after decommissioning is already done. I also understand that the ICC-Certified Decommissioner will provide me with a copy of the Decommissioning report within 30 days of completion of the work.

Signature of Property Owner:

\_\_\_\_\_ Date \_\_\_\_\_

Signature of Decommissioner:

\_\_\_\_\_ Date \_\_\_\_\_

## DECOMMISSIONING OF RESIDENTIAL HEATING OIL TANKS

### The Law

Section 3404.2.13 of the International Fire Code requires that tanks and piping serving heating oil tanks (which have been out of service for a period of one year or more) be removed from the ground or abandoned in place.

Section 105.7.6 of the International Fire Code further requires that a permit be obtained to remove, abandon, place temporarily out of service or otherwise dispose of a heating oil tank.

### Permits - Process and code

A permit from the City of Fircrest is required prior to decommissioning **each individual** underground heating oil tank. Permits are issued to the person or contractor performing the decommissioning work. Permits are not issued to the property owner, unless that person is actually doing the work.

Permit applications may be downloaded from the City of Fircrest webpage at [www.cityoffircrest.net](http://www.cityoffircrest.net) or by calling the Planning/Building Department at 253-564-8901, Monday - Friday, 8:00 a.m. to 5:00 p.m. Applications may also be obtained in person from the Planning/Building Department at 115 Ramsdell Street, Fircrest WA 98466.

Complete permit applications will be processed and returned to the applicant accompanied by:

- Permit conditions
- Information bulletin - decommissioning of residential heating oil tanks
- Heating oil tank decommissioning report form

**NOTE:** No permit will be issued after tank decommissioning work is performed. Work shall not commence until after a permit application has been processed, approved and a permit received by the applicant.

### Requirements

Decommissioning work must not start until a permit has been issued. The decommissioning must be performed, or directly supervised, by an individual certified by the International Code Council (ICC) as an Underground Storage Tank (UST) Decommissioner. A copy of the individual's current ICC certificate must be submitted with the application. The ICC-Certified Decommissioner must be present at the tank site during the entire decommissioning operation, whether tank decommissioning is done by an independent contractor or by the property owner. This requirement applies to both tank removal and abandonment in place.

Both removal and abandonment in place are methods of decommissioning available for the purposes of the International Fire Code. However, removal of the tank is strongly recommended. ***\*If abandonment in place is selected as the method of decommissioning, the tank is require to be filled with an inert solid material, e.g., sand, concrete slurry, foam, etc.***

**\*This is a new requirement of the 2009 IFC Section 3402.2.13.1.4**

In both cases when abandoning a tank in place, the interior of the tank must be triple rinsed and washed to remove as much residual product and bottom sludge as possible. The tank must be permanently capped below grade to prevent accidental refilling. Applicants should carefully review the merits of their options before choosing a method of decommissioning. Tanks suspected of leaking should be removed from the ground rather than abandoned in place. The City of Fircrest cannot predict and does not attempt to predict, what future Fire Code regulations may require of tanks abandoned in place under the current guidelines. A tank abandoned in place now may later require removal at additional cost and potential hazard.

The *Heating Oil Tank Decommissioning Report Form* accompanying the approved permit must be completed by the ICC-Certified Under-ground Storage Tank Decommissioner performing or supervising the work. This form must be returned to the Planning/Building Department by the ICC-Certified Decommissioner within 30 days of completion of the decommission.

To document decommissioning of the tank, the property owner should retain a copy of the Tank Decommissioning Report Form and the approved permit, as well as all receipts, certifications and written materials associated with the project.

Compliance with the International Fire Code does not require that a site plan be submitted or that any soil samples be taken. However, the property owner or operator may have other obligations, including but not limited to, spill or leak reporting requirements and clean-up requirements under environmental or other laws apart from the International Fire Code. For example, if a tank has leaked, the Washington State Department of Ecology does have reporting requirements based on the extent of contamination found. The Southwest Regional Office at the Department of Ecology may be reached at (360) 407-6300. The City of Fircrest makes no representation

about the application of any other laws and it is the responsibility of the property owner or operator to determine what laws apply in an individual case.

**NOTE:** It is the responsibility of the ICC-Certified Decommissioner conducting or overseeing the decommissioning work to provide a copy of the Decommissioning Report to the property owner within 30 days of completion of the decommission work. Additionally, a copy of the permit shall be provided to the property owner.