SYRACUSE FIRE DEPARTMENT
FIRE PREVENTION BUREAU
201 EAST WASHINGTON ST. ROOM 200
SYRACUSE, NEW YORK 13202
(315) 448-4777; FAX 448-4779

APPLICATION FOR TANK INSTALLATION
GASOLINE, FUEL OIL, DIESEL, PROPANE

Permit # _____
Invoice #_____
Fee_____
Receipt #_____
Cash_____ Check_____

DATE:_____

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Name: Owner of Property_____

Address of Owner _____Phone No._____

Name of Business on Property_____Phone No._____

Address of Installation_____

Person in Charge at Installation_____ Phone No._____

Type & Capacity of Tank (List Each)
Gasoline, Fuel Oil, Diesel, Propane, etc. Dimensions Gallons
Size of Tanks

Material of Tank #1_____

Material of Tank #2_____

Material of Tank #3_____

Material of Tank #4_____

Locations of Tanks of Property_____

_____

Size of Vents (Each Tank) #1_____ #2_____

#3_____ #4_____

Plans Submitted: (Complete plans are to be submitted:) _____ Date:_____

Draw Plot plan on reverse side or on separate paper.

Name of Fuel Supplier: _____
Address: _____
Contractor/Installer: _____
Address: _____
Site Inspected Date:_____ Approved: Yes:_____ No: _____
Excavation Inspected Date: _____ Pad Required: Yes: _____ No: _____
Final Inspection Date: _____ Approved: Yes:_____ No: _____

Remarks:_____

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Contractor/Owner: **I HAVE READ THE ATTACHED APPLICATION AND WILL COMPLY.**

Contractor: _____ **Owner:** _____

FINAL INSPECTION AND TEST

Name of Installation: _____

Address: _____

Is Tank in proper location? Yes_____ No _____

Swing Joints: _____ Approved: _____ Rejected: _____

Remarks: _____

Tank set on pad properly, with proper bedding? Yes: _____ No: _____

Corrosion Protection for Tank: Type: Coating _____ Cathodic ____ Other _____

Air Test Each Tank:	Passed		Final Passed	
#1 Aboveground	Yes: _____	No: _____	Yes: _____	No: _____
#2 Aboveground	Yes: _____	No: _____	Yes: _____	No: _____
#3 Aboveground	Yes: _____	No: _____	Yes: _____	No: _____
#4 Aboveground	Yes: _____	No: _____	Yes: _____	No: _____

Tents Properly Installed and Sized? Yes: _____ No.: _____

Is all piping properly installed and pitched toward tanks? Yes: _____ No: _____

Test or Observation Wells
Inspection Date: _____ Approved: _____ Rejected: _____
Inspected By: _____

Remarks:_____
_____
_____

ENTER PLOT PLAN HERE:

REGULATIONS AND REQUIREMENTS

The following are the basic regulations and requirements for the installation of underground storage tanks for flammable and combustible liquids within the jurisdiction of the City of Syracuse.

I. Applicable Standards:

a. New York State Uniform Fire Prevention and Building Code.
b. New York State D.E.C. Petroleum Bulk Storage Laws.
c. National Fire Protection Association Pamphlet #30, and others as apply.
d. Specifications of the tank manufacturer.

II. Permits for Installation:

a. Applications for installation of tanks shall be made at the Fire Prevention Bureau, City Hall Commons Room 200, 201 East Washington Street, Syracuse New York, 13202 (315) 448-4777
b. Application shall include precise sketch of the proposed location, including:
    i. Distances from building(s);
    ii. Distances from lot line(s);
    iii. Distances from existing tank(s).
c. Permit fees shall be made payable to the City of Syracuse.
d. The subject of same permit shall be open to inspection with the Fire Prevention Bureau at any time and is conditional upon that inspection.

III. Approval to Begin Work:

a. Proposed site shall be inspected by the Fire Prevention Bureau prior to giving approval to start installation;
b. Fire Prevention Bureau shall receive adequate advance notification when actual installation work will begin after approval for installation so inspections may be scheduled.

IV. Tank Location:

a. Minimum permissible distances for underground storage of flammable and combustible liquids as follows:
    i. The minimum permissible separation between such storage tanks shall be in accordance with manufacturer's recommendations;
    ii. For gasoline tanks:
        1. One Foot minimum from any structure;
        2. Three Foot minimum from property lines;
    iii. For tanks holding fuel oil:
        1. One Foot minimum from any structure when not installed inside building;
        2. One Foot minimum from property lines;
    iv. Other factors bearing on tank locations and/or permit issuance:
        1. All installations shall be predicated upon the existence of related hazards. For example, basements (or cellars), sewers, incinerators, air ducts, hazardous occupancies, etc.
        2. Such locations may require special precautions, features or applications as required by the Fire Prevention Bureau.

V. Tank Installation:

a. Only those used tanks shall be permitted for storage of flammable or combustible liquids which comply with N.F.P.A. 30, 2-3.4.2;
b. Corrosion Protection
    i. All tanks shall have an approved properly engineered installed and maintained corrosion protection system; such as:
        1. The use of anodes, or
        2. The installation of a cathodic system as approved by the Fire Prevention Bureau.
c. Depth and Cover;
    i. The foundation, as represented by the concrete pad, shall be adequate to support the tank.
    ii. All tanks shall be installed with approved peastone, unless otherwise approved by the Fire Prevention Bureau.
    iii. Non-traffic areas:
        1. tanks shall be covered with a minimum of two feet of approved cover;
        2. not less than one foot of approved cover on top of which shall be placed a slab of reinforced concrete no less than four inches thick;
    iv. Traffic Areas
        1. a minimum of three feet of approved cover, or
        2. a minimum of 18 inches of well-tamped approved cover plus six inches of reinforced concrete, or
        3. a minimum of 18 inches of well-tamped approved cover plus eight inches of asphaltic concrete;
        4. when asphaltic or reinforced concrete paving is used, it shall extend at least one foot horizontally beyond the outline of the tank in all directions.
d. Placing the tank:
    i. Before placing the tank in the excavation, all dirt clods and similar foreign matter shall be cleaned from the tank;
    ii. The coating shall be checked for damage and repaired with suitable material, if required;

VI. Air Tests

a. Before Tank is placed;
    i. An air test is recommended on the tank – above ground – before the tank is set in the excavation. This is to avoid the possibility (and additional expense) associated with discovering a defective tank after it is placed;
    ii. Such a test shall be at a pressure not to exceed five pounds per square inch.
b. Bank and Piping;
    i. An air or hydrostatic test of the tank and all lines shall be conducted after all piping is completed;
    ii. Test shall be in accordance with N.F.P.A. 30, 2-7.3 and 3-7.1;
    iii. A schedule for the test shall be arranged in advance with the Fire Prevention Bureau for the purposes of certification;
    iv. Lines shall not be covered without prior approval of the Fire Prevention Bureau.

VII. Piping

a. Requirements

i. All piping shall conform with materials approved and specified in N.F.P.A. 30, 3-2;

ii. All piping shall be designed and installed in accordance with specifications embodying those principles recognized as good engineering practices and shall require the approval of the Fire Prevention Bureau.

iii. "Swing joints" shall be installed where permitted and in accordance with N.F.P.A. 30,3-3.

b. Photographs

i. Upon completion of tank and piping installation, two photographs shall be taken by the installer showing the exposed piping and tank in relation to the building(s). If piping is subsequently changed, photographs shall be taken.

ii. Those photographs shall be submitted to the Fire Prevention Bureau.

iii.

VIII. Vents

a. Height;

i. The standard required height shall be 12 feet above ground level;

ii. In specific instances, this height requirement may be increased;

iii. In all cases, the location, height and size are subject to the approval of the Fire Prevention Bureau.

b. Vent Size;

i. The diameter of air vent piping shall be in accordance with generally accepted standards.

c. Drainage of Vent Pipes;

i. Vent pipes shall drain toward the tank and be free of traps in which liquid can collect.

IX. Filling of Tank with product

a. Product shall not be delivered to site and/or placed into tank until approval from the Fire Prevention Bureau is given;

X. Tank removal

a. Defective tanks

i. Defective tanks shall be pumped free of product promptly;

ii. Defective tanks shall be rendered inert and removed properly from site.

b. Abandoned Tanks;

i. Tanks discontinued from service shall be pumped free of product, rendered inert and promptly removed from site;

ii. Fuel facility equipment (island, piping, electrical) shall be removed and site restored in an acceptable manner

c. Tanks temporarily Out of Service;

i. The fill line, gage opening and pump suction shall be capped and secured from tampering;

ii. The vent line shall be left open;

iii. After one year of being "temporarily out of service", tanks shall be considered abandoned and removed as in above.

d. Tanks abandoned in Place

i. For unusual and compelling reasons, the Fire Prevention Bureau has the discretion to waive the requirements for removal of defective or abandoned tanks. In such cases, the tank shall be pumped free of product and then filled with an appropriate type of concrete or inert solid material as approved by the Fire Prevention Bureau. All tanks shall be closed with proper safeguarding stipulated by the Fire Prevention Bureau.

STORAGE FACILITIES CLOSURE

I. THE FIRE PREVENTION BUREAU SHALL BE NOTIFIED IN ADVANCE OF ANY REMOVAL OR ABANDONMENT OF ANY TANK. Adequate advance notification for inspection to be scheduled.

II. All work is to follow the New York State Uniform Fire Prevention and Building Code, New York State D.E.C. Bulk Storage Laws and Guidelines of the Syracuse Fire Prevention Bureau.

III. Liquid and sludge must be removed from the tank and connecting lines.

IV. The tank must be rendered free of petroleum vapors.

V. All lines are to be disconnected or cut; not broken off. Product is to be drained to container.

VI. Tanks are to be degassed before transportation from location (dry ice 15 pounds per 1000 gallon tank or other approved method).

VII. Remove all lines, vents, islands, and wiring are to be disconnected and removed.

VIII. Tanks are to be removed from site immediately after degassing and removal from excavation.

IX. Backfill shall be completed so as not to create a hazard (DBPR).

X. Tanks abandoned in place – see code. No tank shall be left in place without approval.

XI. Tanks abandoned in place shall, with approval, be filled with slurry mix (e.i. K-crete, Fly-as-Crete).

XII. Excavation may be required for inspection below tank level.

XIII. A construction Permit SHALL be obtained from the Department of Code Enforcement, 201 East Washington Street, Syracuse New York, telephone 448-8600.