



# ROSEBURG FIRE DEPARTMENT FIRE PREVENTION DIVISION

fireprevention@cityofroseburg.org

700 SE Douglas Avenue  
Roseburg, OR 97470  
Phone (541) 492-6770

## Commercial Tank Removal Application / Procedures

Procedures include: Lining, removing, abandoning, or temporarily taking a tank out of service. This checklist must be completed and signed by the applicant prior to the commencement of any work.

At least 24 hours notice is required to obtain a permit inspection. Before beginning the procedure, call the City of Roseburg Fire Department at (541) 492-6770 to schedule a fire department inspection. This application and site sketch must be on the job site.

Removal of Tank(s): \_\_\_\_\_ Underground / Aboveground (circle one)

Location of Tank(s): \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Site Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contractor: \_\_\_\_\_

Start Date: \_\_\_\_\_ Inspection Request Date/Time: \_\_\_\_\_

Description of Tanks:

Number:	Capacity (gallons):	Fuel Type:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Type of Tank Removed: \_\_\_\_\_

### Initials Required

\_\_\_\_\_ An inspection will be made by the Fire Marshal's office to verify product removal and hydrocarbon level.

\_\_\_\_\_ All product must be drained from piping back into the tank.

\_\_\_\_\_ All product must be removed from the tank, even product requiring the use of a hand pump.

- \_\_\_\_\_ Excavate completely exposing the top of the tank.
- \_\_\_\_\_ The fill tube must be removed. Disconnect fill gages. Flush all lines into tank, then disconnect, remove or plug them.
- \_\_\_\_\_ Remove all liquids from tank, even product requiring a hand pump.
- \_\_\_\_\_ Purge tank of hydrocarbons using compressed air, dry ice, or CO2.
  1. If dry ice is to be used, use at least 1.5 lbs. per 100 gal of capacity.
  2. If compressed air is used, the compressor must be large enough to provide adequate circulation of air in the tank, and the compressor and tank are to be bonded and grounded.
  3. A combustible gas indicator should be used to assess residual vapor concentrations. The method chosen shall be appropriate for the tank or container on which work will be performed.
- \_\_\_\_\_ The tank may then be removed from the ground for disposal. **No cutting** of tanks is permitted on site.
- \_\_\_\_\_ All piping must be removed back to the building foundation.
- \_\_\_\_\_ A final inspection will be required by the Fire Marshal's office.
- \_\_\_\_\_ An inspection by the Fire Marshal's office will be made to verify product removal and appropriate LEL hydrocarbon level. (LEL:<10%)

Office use only: Inspected by: _____ Date of Inspection: _____
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**Disposal of Tanks**

If a tank is to be disposed of as junk, it should be retested for flammable vapors, and if necessary, rendered gas free. Before releasing to junk dealer, a sufficient number of holes or openings should be made in it to render it unfit for further use. **NOTE: No cutting of tanks is allowed on site.** NFPA 326 Standard for the Safeguarding of Tanks and Containers for Entry, Cleaning, or Repair 1999 Edition, provides information on safe procedures for such operations. Other documents that provide information on these operations include, NFPA 30, Flammable and Combustible Liquids Code and American Petroleum Institute Practice 1604.

*I have read and understood the above listed steps and will comply with these provisions.*

**Permittee or Permittee's Agent Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_