



## Flammable and Combustible Liquid Storage - Underground Tanks Policy

[revised 04/22/2013]

A construction permit is required:

1. To repair or modify a pipeline for the transportation of flammable or combustible liquids.
2. To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.
3. To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.

[City of Richardson Fire Code, Section 105.7.8]

A "Tank" is a vessel containing more than 60 gallons.

Installation of any Above Ground Storage Tank is prohibited without first obtaining a Construction Permit from the Richardson Fire Department. Development Services approval, (972) 744-4240, is also required. Above Ground Storage Tanks and permit submittals must comply with the 2015 International Fire Code, as amended and adopted by the City of Richardson [Amendments available at [www.cor.net/fire](http://www.cor.net/fire)], this document, and other applicable Standards, State and Federal requirements.

A permit fee of \$100.00 per tank is payable by check only, to City of Richardson, at time of permit issuance. Payment will not be accepted in advance.

**Please submit only documentation specifically addressing each applicable requirement, below, with the Application. Do not submit a letter stating compliance, without supporting documentation such as; manufacturer's cut-sheets, engineering details, plans, etc... Do not submit documentation that does not specifically address the items below:**

Tanks shall comply with:

- 2015 International Fire Code as amended and adopted by the City of Richardson [Ordinance available at [www.cor.net/fire](http://www.cor.net/fire)]:
  - Chapter 50 Hazardous Materials – General Provisions, AND;
  - Chapter 57 Flammable and Combustible Liquids, AND;
- Latest effective edition of NFPA 30 Flammable and Combustible Liquids Code, AND;
- Latest effective edition of NFPA 30A Code for Motor Fuel Dispensing Facilities and Repair Garages;
- Texas Commission on Environmental Quality [TCEQ] rules and regulations;
- Other applicable local, state, and federal rules and regulations.

Please submit the following information with a completed Permit Application for each tank. Details must be submitted describing the following:

### TCEQ Documents:

- TCEQ-0495 Underground & Aboveground Storage Tank Construction Notification Form and TCEQ acknowledgement letter;
- TCEQ-0724 Underground Storage Tank Registration & Self-Certification Form – complete as possible at time of application.

### Plans:

Site plan indicating [where applicable]:

1. Tank location(s), with unique identifier, e.g. serial number and/or tank number;
2. Primary and emergency power hookups;
3. Buildings and structures;
4. Property lines and setbacks;
5. Fire lanes;
6. Gates;
7. Fire hydrants;
8. Fill openings;
9. Vents;
10. Fuel delivery vehicle unloading location;
11. Piping;
12. Pumps;
13. Emergency Shut-Off(s);
14. Emergency communications and method [unattended fueling];
15. Fire extinguishers;
16. Other flammable and combustible liquid storage tanks and containers, and other hazards.
17. Other applicable key components;

**Details:**

Detail drawings, cut-sheets, and notes regarding:

1. Tank embedment and backfill;
2. Paving;
3. Spill control;
4. Leak detection;
5. Vents.

**Tank Contents:**

Submit MSDS for the contents to be stored in each tank.

**Tanks:**

Manufacturer's installation instructions;

Manufacturer's cut-sheets or fabricator's shop drawings describing the dimensions, materials, and UL listings of each tank;

Details of each tank, including:

1. Manufacturer;
2. Model number, or description;
3. Serial number;
4. Previous contents, if applicable;
5. History of damage, if applicable;
6. Material;
7. Construction [single wall, double wall, etc...];
8. Normal operating pressures;
9. Capacity;
10. Mounting orientation [vertical, horizontal];
11. Tank leak test certificate for each tank [Required with Permit Application].

**Testing:**

Submit documentation of pressure/vacuum testing by the manufacturer and/or independent, qualified company – e. g. Tank Certificate; Additional, on-site, testing may also be required: Describe the required testing and identify the applicable NFPA reference.

Richardson Fire Department reviews submittals against the 2015 International Fire Code, as amended and adopted by the City of Richardson, [Amendments are available at [www.cor.net/fire](http://www.cor.net/fire). Chapters 50 and 57 are the main sources of requirements], and the applicable NFPA Standards [e.g. latest effective edition of NFPA 30]. Submittals must specifically address these requirements. **Please clearly identify only the applicable information in your submittals, and refrain from submitting documents that do not address these requirements.**