



# MEDFORD FIRE

## Flammable/Combustible Liquid Storage Tank Installation Permit Application (Provide two sets of plans; plot plan is required)

APPLICATION #: \_\_\_\_\_ OCC ID #: \_\_\_\_\_  
*(Issued by Fire Department)*

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

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

Telephone Number: (W) \_\_\_\_\_ (C) \_\_\_\_\_

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

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

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

### Description of Tanks

Number:	Capacity (gallons):	Fuel Type (Class):
_____	_____	Flammable _____ Combustible _____
_____	_____	Flammable _____ Combustible _____
_____	_____	Flammable _____ Combustible _____

Manufacturer's Name: \_\_\_\_\_ Label Approval: \_\_\_\_\_ Listing #: \_\_\_\_\_

Other Pertinent Information: \_\_\_\_\_

### Type of Installation:

- Above Ground
- Below Ground
- Other \_\_\_\_\_

### Fees:

\$100/ea  
\$100/ea  
\$100/ea

*Make checks payable to the City of Medford*

Issued By: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Fire Code Official)*

**All work shall be in full compliance with State and Local applicable codes, standards, and statutes. The Applicant/Installer is responsible to notify Medford Fire-Rescue a minimum of 24 hours prior to request for inspection. The attached checklist shall be available on site.**

**LIABILITY:** A PERMIT DOES NOT RELIEVE THE PERMITTEE FROM CRIMINAL OR CIVIL LIABILITY FOR DAMAGES ARISING FROM EVENTS OCCURRING UNDER HIS/HER CONTROL. VIOLATIONS OF THE REQUIREMENTS MAY RESULT IN THE ISSUANCE OF A CITATION OR CIVIL PENALTY.

*I have read and understand the above and agree to the conditions.*

Permittee or Permittee's Agent: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Signature)*

**A permit will be issued (separate document) if the application and required inspections are approved.**

## PERMIT APPLICATION CHECKLIST

This permit application checklist describes the information needed to perform a complete plan review without delaying the project or creating a large correction letter. Your application will be reviewed for conformity with fire protection statutes and applicable regulations of Medford Fire-Rescue, the 2014 Oregon Fire Code (OFC) including Chapters 23 and 57, and NFPA 30.

At least 24 hours' notice is required to obtain a permit inspection. Before beginning the procedure, call the Medford Fire-Rescue Fire and Life Safety Division at (541) 774-2300 to schedule a fire department inspection. The permit, checklist, and site sketch must be on the job site.

- Construction documents shall be provided in accordance with Section 5701.6. Construction documentation shall include plans, projects specifications and product-specific information such as cut sheets. Plans shall include a plot plan showing dimensions and a scale. Plans and details shall be sufficient to show locations and diagrams of items below.
- All Underground Fuel Storage Tanks shall comply with applicable Oregon Department of Environmental Quality (DEQ) regulations. Proof of compliance must be made available to the Fire Code Official upon request.
- Dispensing devices are 10' from the property line or the exterior of the building if it is combustible construction, 20' from fixed sources of ignition, and the nozzles are 5' from any building opening, (2303.1).
- Emergency shutdown devices are provided 20' to 100' from dispensers and required signs are provided, (2303.2).
- Required warning signs and labels per 2304.3.4 and 2304.3.5 shall be conspicuously posted within sight of each dispenser in the fuel dispensing area, as well as the following signs (2305.6):
  - No smoking
  - Shut off motor
  - Discharge your static electricity before fueling by touching a metal surface away from the nozzle
  - If a fire starts, do not remove nozzle, use emergency shut off
  - No filling of portable containers in or on a motor vehicle. Place container on ground before filling
  - It is unlawful and dangerous to dispense gasoline into unimproved containers.
- Visible hazard identification signs as specified in NFPA 704 for the specific material contained shall be placed on stationary containers and above ground tanks.
- Warning signs are required on the tank shall be on a durable material. Signs warning of the hazardous flammable liquids shall have white lettering on a red background and shall read: DANGER-FLAMMABLE LIQUIDS. Lettering shall not be less than 3 inches in height and 1/2 inch in stroke (5703.5).
- At locations where unsupervised dispensing will occur, approved conspicuously posted instructions for the safe operation of the dispensing equipment, and posted telephone numbers for the owner or operator are required. (2304.3.4)

In accordance with section (2304.3.5), at locations where unsupervised dispensing will occur, and approved emergency procedure sign, in addition to other required signs, shall be posted in a conspicuous location reading:

**IN CASE OF FIRE, SPILL, OR RELEASE**

**1. USE EMERGENCY PUMP SHUTOFF**

**2. REPORT THE ACCIDENT!**

**FIRE DEPARTMENT TELEPHONE: 911**

**FACILITY ADDRESS: \_\_\_\_\_**

A portable fire extinguisher with a minimum rating of 2A:20-B:C shall be provided and located such that it is not more than 75 feet from any pump, dispenser or fill-pipe opening, (2305.5).

Above-ground tanks shall be listed, labeled, or approved for the type of liquid stored. Tanks for Class I, II, or IIIA liquids shall be listed and labeled as protected above-ground tanks per UL 2085 or per Chapter 57 if approved. Tanks for Class IIIB liquids shall be UL 142 or protected above-ground tanks per UL 2085 (2306.2.3).

No protected Aboveground Fuel Tank shall exceed 12,000 gallons or 48,000 gallons aggregate, other tanks shall not exceed 6,000 gallons per tank and 18,000 gallons aggregate, (2306.2.3).

Above-ground tanks for the storage of liquid motor fuels shall be safeguarded from public access or unauthorized entry in an approved manner, (2306.3).

Unless the tank is listed as a protected above-ground tank with vehicle impact protection (2306.4), tanks subject to vehicular damage shall be protected by guard posts or other approved means. Guard posts shall be concrete filled steel guard posts: 4" minimum diameter, spaced a maximum of 4' on center between posts, set at least 3' deep in a 15" diameter concrete footing, with the top of posts at least 3' above ground, and 3' minimum between the posts and the tank, (5704.2.9.7.5 and 312).

Secondary containment shall be provided in accordance with (2306.5).

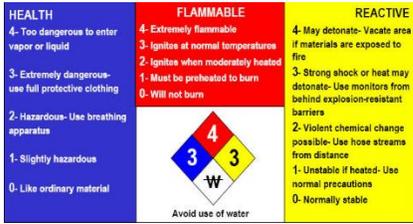
Dispensers are on at least a 6" high concrete island, (2306.7.3).

A dispenser emergency valve is provided at the base of the dispenser, (2306.7.4).

Dispenser hoses are a maximum 18' with breakaway devices, (2306.7.5.1).

Listed automatic-closing-type hose nozzles are provided, (2306.7.6.1).

Tanks shall be provide with labeling and signs (5704.2.3)



Health: Flammability: Reactivity: Special:

The design, fabrication and construction of tanks shall comply with NFP 30 and each tank shall bear a permanent nameplate or marking indicating the standard used as the basis of design

Vents for Class IB and IC liquids shall be equipped with an approved flame arrester, (5704.2.7.3.2).

Tank vent pipes shall be 12 ft. minimum above finished ground level and 5ft minimum from building openings or property lines and vapors shall not be able to collect under eaves or other obstructions (5704.2.7.3.3).

Normal vents shall not be manifolded with other vents, (5704.2.7.3.5).

Tanks shall have overfill protection system for 90% fill by providing an audible or visual alarm signal and automatic fuel shut-off to stop delivery when 95% full and the flow rate will be reduced to a max.15 gpm so that the tank will not overfill in 30 minutes, (2306.6.2.3 and 5704.2.9.7.6).

Piping shall be hydrostatically tested to 150% of system psi or pneumatically tested to 110% of the system psi for a minimum of 10 minutes with no leakage, (5703.6.3).

Plans shall detail the location of all Class 1 electrical areas as per Table (5703.1.1).

**Additional Comments:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE:** Compliance with the Oregon fire code does not automatically constitute compliance with EPA or other federally mandated rules, and further research may be necessary. This permit approval shall expire and become null and void if installation is not commenced within 180 days from the date of this approval.