



FIRE DEPARTMENT

***INSTALLATION OF UNDERGROUND STORAGE TANKS
CONTAINING HAZARDOUS MATERIALS***

I. INTRODUCTION

- A. PURPOSE:** *The purpose of this document is to provide a regulatory guide for the installation of underground storage tanks containing hazardous materials.*
- B. SCOPE:** *This guide shall apply to all individuals, companies, and corporations that install underground storage tanks.*
- C. AUTHOR:** *The Fire Marshal and the Underground Tank Unit of the Fire Prevention Bureau of the City of Burbank are responsible for the origin and maintenance of this document.*
- D. AUTHORITY:** *1. State Health and Safety Code
2. City of Burbank Municipal Code*

II. RESPONSIBILITY

- A. Individuals, companies, and corporations** that install or exercise control over underground tanks regulated by the City of Burbank Municipal Code shall be responsible for compliance with all applicable regulations.
- B. The Underground Tank Unit of the Fire Prevention Bureau** shall register and issue an Operational Permit for all underground storage tanks and verify compliance with applicable regulations.

III. POLICY

Any underground tank regulated by this Department shall be installed in accordance with Title 23, Division 3, Chapter 16, Article 3 "New Underground Storage Tank Construction and Monitoring Standards", California Code of Regulations. The person responsible for the installation of an underground tank must apply for, and obtain all necessary approved permit(s) / license(s) prior to the commencement of work. Such additional requirements not otherwise mentioned herein, may include but are not limited to: State of California, Division of Occupational Safety and Health Trenching / Excavation Permit; valid Crane Certification; and City of Burbank Fire Department regulation.

IV. PROCEDURE FOR REGISTERING AND OBTAINING

UNDERGROUND STORAGE TANK INSTALLATION PROCEDURE

(Continued)

A BURBANK FIRE DEPARTMENT PERMIT FOR THE INSTALLATION OF AN UNDERGROUND STORAGE TANK

- A.** Submit completed application package to the Fire Prevention Bureau for approval. You will need to provide verification of all other necessary permits or licenses at this time including:
- (1) City of Burbank Business License;
 - (2) State of California Contractors License;
 - (3) State Workmans' Compensation Insurance information;
 - (4) Water Resources Control Board Forms "A", "B" and "C".
- B.** Submit three sets of scaled engineered drawings of the proposed installation for approval.

NOTE: Obtain City of Burbank Business License from the Building Department, Community Services Building (CSB), 150 North Third Street

V. BURBANK FIRE DEPARTMENT REGULATORY GUIDELINES FOR INSTALLATION OF UNDERGROUND TANKS

- A.** There is no statutory authority for this document to be used for regulatory purposes. This guidance document is intended to serve as a resource guide for individuals, companies and corporations that install underground storage tanks in order to comply with installation requirements, in accordance with Title 23, Division 3, Chapter 16, Article 3 California Code of Regulations.
1. After obtaining an Installation Permit and plan approval, call the Burbank Fire Department Underground Tank Unit to schedule tank installation, tank tests, or any procedure required to be witnessed. A minimum of forty-eight hours advance notification is required to schedule an inspection. For appointments, call between the hours of 8:00 am and 5:00 pm Monday through Friday at (818) 238-3473.
 2. The minimum distance from any part of a tank to the property line or building foundation shall not be less than three feet.
 3. The minimum distance between tanks or between tank and excavation walls shall be one foot.
 4. Tank shall be set on a firm foundation of at least twelve inches of a clean material (sand-peagravel) or as specified by the tank manufacturer.
 5. Underground tanks shall be surrounded with at least six inches of noncorrosive inert material such as clean sand or gravel well tamped in place or in accordance with the manufacturer's installation instructions. Tank shall be covered with a minimum of two feet of earth or shall be covered by not less than one foot of earth, on top of which shall be placed a slab of reinforced concrete not less than four inches thick. When

UNDERGROUND STORAGE TANK INSTALLATION PROCEDURE

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underground tanks are, or are likely to be, subjected to traffic, they shall be protected against damage from vehicles passing over them by at least three feet of earth cover, or 18 inches of well-tamped earth plus six inches of reinforced concrete, or eight inches of asphaltic concrete. When asphaltic or reinforced concrete paving is used as part of the protection, it shall extend at least one foot horizontally beyond the outline of the tank in all directions.

6. After tank has been set in the ground, the tank shall be tested for 30 minutes at five pounds static pressure and the secondary containment shall be tested for 30 minutes at three pounds static pressure minimum.
7. Product lines shall be tested for thirty minutes at seventy-five pounds static pressure. The secondary containment lines shall be tested for thirty minutes at five pounds static pressure.
8. All steel exposed to earth shall be protected with an approved corrosion resisting material before being buried.
9. All probes installed in the UST interstitial space, sump area, and pipeline annular space shall be installed in such a way that it will be protected against damage or illegal tampering, but can still be removed and reinstalled annually for test purposes.
10. The following procedures must be witnessed by a Burbank Fire Department Inspector:
 - a. Holiday test (when required).
 - b. The setting of the tanks in the excavation.
 - c. Tank tests (in excavation).
 - d. Piping (primary and secondary containment) tests.
 - e. Corrosion protection.
 - f. Final monitoring tests.

NOTE: Compliance with Fire Department requirements does not preclude the necessity for complying with the regulations and requirements of other authorities and licensing agencies. For additional information, please contact the Fire Prevention Bureau, Monday through Friday, from 8:00am to 5:00pm at (818) 238-3473.