



# Seattle Fire Department Pre-Inspection Checklist

## COMMERCIAL TANK DECOMMISSIONING (7908)

*Applicant: Fill out Check List and Return to SFD with Permit Application*

- | <b>Inspection Pre-Requisites and Readiness</b>  | <b>YES</b>               | <b>NO</b>                |
|---|--------------------------|--------------------------|
| 1. Is the tank going to be decommissioned in place? If yes:<br><ul style="list-style-type: none"> <li>✓ Need triple rinse certificate</li> <li>✓ <b>If tank held flammable or unknown liquids, need Marine Chemist inspection</b></li> <li>✓ Schedule SHU inspection to occur after the Marine Chemist inspection</li> <li>✓ SHU inspector will need a copy of the certificate issued by Marine Chemist</li> </ul>  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the tank going to be removed? If yes:<br><ul style="list-style-type: none"> <li>✓ Need triple rinse certificate</li> <li>✓ <b>Need Marine Chemist inspection</b></li> <li>✓ Schedule SHU inspection to occur after the Marine Chemist inspection</li> <li>✓ SHU inspector will need a copy of the certificate issued by Marine Chemist</li> </ul>   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is hot work being performed? If yes:<br><ul style="list-style-type: none"> <li>✓ Separate hot work permit or validation number is required</li> </ul>  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Have you reviewed and do you understand the COMMERCIAL TANK DECOMMISSIONING permit conditions included with the permit application?<br><br><ul style="list-style-type: none"> <li>❖ If you do not understand the permit conditions, please call 206-386-1450 and ask to be connected to the SHU “temp inspector” who can clarify the conditions for you, or email the Special Hazards Unit at <a href="mailto:sfd_fmo_specialhazards@seattle.gov">sfd_fmo_specialhazards@seattle.gov</a>.</li> </ul> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are you ready for your inspection now? (Please review the attached conditions to ensure you can meet them, including Marine Chemist sign-off if needed and Triple Rinse completed.)  | <input type="checkbox"/> | <input type="checkbox"/> |

### Requesting an Inspection Time

1. Please provide information about date(s) and time(s) you would prefer for the inspection. This form is your method of requesting a time. However, the inspection is not scheduled until confirmed by us; and depending upon inspector availability, the confirmed time may differ from the initial request. We can provide next available or may be able to accommodate specific dates depending on our inspectors' availability.

REQUESTED INSPECTION DATE	TIME (ON THE HOUR, FROM 09:00 A.M. TO 03:00 P.M.)

**Your inspection is not scheduled or confirmed until you hear back from the SFD permits team.**

2. If you are not ready for an inspection to be scheduled today, you must email us at [permits@seattle.gov](mailto:permits@seattle.gov) or call 206-386-1450 to schedule an inspection as soon as you are ready. You are not allowed to begin work until the inspection has been completed.

## Permit Conditions

## Commercial Tank Removal/Decommissioning

1. Two (2) portable fire extinguishers each having a minimum rating of 40 BC shall be on site within 50 feet of the operation. Fire extinguishers shall be inspected, approved and certified annually.
2. Rope or ribbon barricades located at least 10 feet from the tank shall surround every outdoor storage tank removal or decommissioning operation or the operation shall be enclosed in a fenced yard.
3. "No Smoking" signs shall be posted in readily visible locations.
4. No hot work is allowed on a tank system prior to issuance of this permit and the tank is certified "Safe for Hot Work" by a Certified Marine Chemist. Hot work means any activities involving riveting, welding, burning, brazing, soldering, heating, chopping, grinding, ripping, drilling, cutting with a chop saw or "Sawzall", abrasive blasting, use of powder-actuated tools or similar spark-producing operations, crushing or mechanically shearing to facilitate opening for cleaning, disposal, scrapping for recycling purposes.
5. A separate temporary Seattle Fire Department permit (Code 4913) or a validation number assigned in conjunction with an annual hot work permit (Code 4911 or 4912) is required prior to any hot work operations.
6. Permits may cover multiple tanks located at the same address. If additional tanks are to be removed or abandoned at later dates, separate permits shall be obtained. Each address location requires a separate permit application regardless of whether multiple address locations are physically next to one another.
7. Additional fees will be charged if inspectors are required to work other than normal business hours. (Normal business hours are Monday through Friday, 8:00 a.m. to 4:30 p.m.)
8. No excavation of an underground tank is permitted prior to inspection by the Seattle Fire Marshal's Office.  
**Exception:** Removal of the top layer of asphalt or concrete only with no removal of dirt, pea gravel or soil over the underground storage tank. Further excavation may be allowed by a Seattle Fire Department Special Hazards Unit Inspector prior to the initial inspection depending on conditions and if the tank has been inerted by a Marine Chemist who is present on site. The name of the inspector and the time permission was given shall be made available at time of inspection.
9. Prior to inspection, to ensure tanks and connected piping are completely free of all flammable or combustible liquids, a receipt or certificate must be on site indicating the tanks have been pumped and rinsed by an approved company. Product and rinse water must be disposed of in an approved manner.
10. For tanks being decommissioned in place that previously contained Class I liquids, a Certified Marine Chemist certificate must be issued and available on site for inspection certifying that the tank has been properly inerted prior to filling.
11. No tank shall be filled prior to an inspection by the Seattle Fire Marshal's Office.
12. Tanks being decommissioned in place must be filled with a lean concrete mixture. Filling with foam is prohibited.
13. A Marine Chemist's certificate verifying the tank has been properly inerted or is otherwise certified "Safe for Hot Work" shall be issued and available on site for inspection for each underground and aboveground tank being removed regardless of the product previously contained.
14. If tanks are being removed, the tanks' atmosphere must be inert using one of the following approved methods:
  - Dry ice (pellets or chunks of solid CO<sub>2</sub>). Minimum 40 lbs per 1000 gallons of tank capacity is recommended.
  - Compressed CO<sub>2</sub> gas in cylinders (Note: This method may only be performed by a Certified Marine Chemist).
  - Purging with air (gas-freeing) using Venturi tube apparatus, with proper bonding and grounding and after the tank has been pumped and rinsed by an approved company.
15. A maximum reading of less than 6% of oxygen must be obtained prior to the removal of the tanks if CO<sub>2</sub> or another inert gas, as approved by the Marine Chemist, is used to inert the tank or, a reading of 0% LEL must be obtained prior to removal of the tank if the air-purging (Venturi air moving devices) method is used.
16. All local, state and federal regulations for confined space entry shall be complied with prior to entering an underground storage tank.
17. Tanks with baffles to prevent movement of liquid must be certified gas-freed or inerted by a Certified Marine Chemist or a Petroleum Industry Safety Engineer regularly engaged in that business prior to removal.
18. Tanks being removed must be removed from the site and relocated to a remote, approved facility on the same day that the permit is issued.
19. During the hot work operations, digging, excavating, hauling or transport of petroleum storage tanks that have not been cleaned and gas-freed, tanks must be inerted to less than 6% oxygen. All openings are to be cap closed and secured except for one 1/8" hole drilled through a cap. These tanks are to be sprayed painted with "INERTED, DO NOT ENTER" or "INERTED WITH CO<sub>2</sub>, NOT SAFE FOR WORKERS".