



City of Anaheim
Fire Department
Fire Prevention Bureau



Specifications and Requirements

Subject: UNDERGROUND STORAGE TANK TEMPORARY CLOSURE GUIDELINES
References: California Fire Code, 2007 Edition; California Health & Safety Code, Chapter 6.7; California Code of Regulations, Title 23, Division 3, Chapter 16

A permit is required to be obtained from this department prior to the start of tank temporary closure activities. Failure to obtain a permit may result in the issuance of a citation.

Obtaining a Permit

To obtain a permit, the following information must be submitted to the Anaheim Fire Department, Hazardous Materials Section located at: 201 S. Anaheim Blvd., #300, Anaheim, CA, 92805.

1. Copy of current City Business License
2. Copy of California Workers' Compensation Coverage
3. Copy of Hazardous Substance Removal Certificate
4. Temporary Closure Application/Permit Form
5. Appropriate Permit Fee
6. UPCF UST Facility Information and Tank Information forms
7. Three (3) sets of plans which include tank(s) size, current and past contents, location of tanks(s) and piping, utilities, structures, property lines and streets.
8. Signed Statement from Tank Owner regarding reason for applying for temporary closure and estimated date tank(s) will be put back into service.

A Temporary Closure Permit will only be issued after a Fire Department representative has verified the tank(s) are currently in compliance and all applicable provisions of this guideline have been met. **THE UST TEMPORARY CLOSURE PERMIT IS VALID FOR ONE YEAR.**

Underground Storage Tank Temporary Closure Procedures

1. If the amount of remaining material in the tank(s) exceeds 60 gallons and is a Class I or II liquid, a permit must be obtained from this department prior to removing this material.
2. Remove and dispose of all residual liquid, solids and sludges according to applicable regulations. If the tank(s) had a material, which may cause a flammable vapor above 10% LEL, then rinsing and/or inerting is required as often as necessary. Provide a photocopy of all disposal documents to this department.
3. The tank(s) may be filled with an approved non-corrosive and non-hazardous substance. At least once every three (3) months the liquid level must be checked for leakage. This liquid must be tested and the results submitted to this department prior to its removal from each tank at the end of the temporary closure period.
4. Except for the required venting, all fill and access locations must be sealed using locking caps or concrete plugs.
5. Power service must be disconnected to all pumps and dispensing equipment associated with the use of the tank(s).
6. At least every three (3) months, the tank(s) must be inspected by the owner or operator to verify that the temporary closure measures are still in place. The inspection shall include, but is not limited to the following:
 - (a) Visual inspection for tampering or disrepair
 - (b) If locking caps are used, each tank must be opened to determine if any substances have been added or a change in the initial status has occurred (i.e., no longer empty, liquid level has change, etc.). Any change must be recorded and reported to this department.
7. Notification to this department must be made prior to putting any temporarily closed tank back into service. A representative from this department will inform the tank owner or operator of the pertinent documentation and testing requirements. Full compliance for the intended use of each tank must be achieved before use begins.
8. Any tank which has not been put back into service by the temporary closure permit expiration date must be upgraded to meet the requirements for a new tank, or permanently close the tank.

For further information regarding these requirements contact: Hazardous Materials Section at (714) 765-4040 between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.