

**MOTOR VEHICLE  
FUEL STORAGE  
and  
DISPENSING  
GUIDELINES**



## ***Introduction***

The intent of this document is to provide a user friendly resource of the requirements for the installation of above ground flammable and combustible liquid tanks for **MOTOR VEHICLE FUEL DISPENSING** for fire service, the general public, and industry in the State Of Oregon.

We hope that you will find this guideline to be a useful resource to the installation and use of above ground flammable and combustible liquid tanks for fuel dispensing.

**Background** – Regulations for storage and dispensing of motor vehicle fuels from above ground storage tanks (ASTs) within the State Of Oregon are found in the Oregon Fire Code, which is an amended version of the 2006 International Fire Code.

**Building Department Requirements** – Consult with the local planning and building department for additional requirements that may apply.

**Plan Review Requirements** – Prior to installation and operation when an AST has a capacity of more than 1,000 gallons, single or aggregate, two sets of plans shall be submitted to the Office of State Fire Marshal for review. Plans shall include details for all applicable provisions.

**Inspection Requirements** – When tank installation is complete, a final inspection is required prior to filling. Contact Office of State Fire Marshal for an appointment.

Questions for farm installations, construction projects, vaults or requests for additional information can be directed to:

Office of State Fire Marshal, Codes Unit, 4760 Portland Rd. N.E.,  
Salem, OR 97305 - Ph. (503) 378-3473 (378-FIRE) - FAX (503) 373-1825.

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# Section 1



# Application

OFFICE OF STATE FIRE MARSHAL  
4760 Portland Road NE, Salem OR 97305-1760  
Phone: 503-373-1540 FAX: 503-373-1825

**APPLICATION TO INSTALL FLAMMABLE / COMBUSTIBLE LIQUID ABOVE GROUND TANKS**  
**Flammable/Combustible Liquids - To install tanks for the storage of flammable or combustible liquids above ground in excess of 1,000 gallons in either individual or aggregate quantities as specified in the Oregon Fire Code Section 3401.6.**

**Please make sure your application is complete and you submit two copies of the application and site plan. Incomplete applications will automatically be rejected.**

**\* ALL INFORMATION MUST BE PROVIDED AND ALL NECESSARY SIGNATURES MUST BE OBTAINED \***

<input type="checkbox"/> <b>FLAMMABLE LIQUIDS:</b> (Quantity in gallons)
<input type="checkbox"/> <b>COMBUSTIBLE LIQUIDS:</b> (Quantity in gallons)

**NOTE:** Flammable liquids have a flash point **below** 100<sup>0</sup> F. Combustible liquids have a flash point **at or above** 100<sup>0</sup> F.

<input type="checkbox"/> Retail (attended)	<input type="checkbox"/> Non-Retail (Cardlock)	<input type="checkbox"/> Bulk Plants & Refineries	<input type="checkbox"/> Farms or Construction Projects
<input type="checkbox"/> Fleet Fueling (fueling vehicles in connection with your business only)	<input type="checkbox"/> Other (Describe)		

LOCATED ON PREMISES KNOWN AS: \_\_\_\_\_ Phone #: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_  
Number Street City/Zip

COUNTY \_\_\_\_\_

NEAREST CROSS STREET/ROAD: \_\_\_\_\_

<b><u>PLANNING/ZONING</u></b>	<b><u>INSTALLER INFORMATION</u></b>
▲ <b>PRINT</b> name of Planning/Zoning Official	▲ <b>PRINT</b> name of Company Installing Tank
_____ Mailing Address of Planning/Zoning Official	_____ Mailing Address of Company Installing Tank
_____ City, State, Zip Code Telephone #	_____ City, State, Zip Code Telephone #
➔ <b>SIGNATURE</b> of Planning/Zoning Official Date	<b><u>APPLICANT INFORMATION</u></b>
<b><u>FIRE DEPARTMENT</u></b>	▲ <b>PRINT</b> name of Applicant Applying for Permit
▲ <b>PRINT</b> Fire Department Name	_____ Mailing Address of Applicant
_____ Mailing Address of Fire Department	_____ City, State, Zip Code
_____ City, State, Zip Code Telephone #	_____ Telephone Number
➔ <b>SIGNATURE</b> of Fire Chief or Fire Marshal Date	➔ <b>SIGNATURE</b> of Applicant Date

**NOTE: It is the responsibility of the applicant to ensure that this installation shall be in full compliance with applicable statutes of the state of Oregon and any local codes and ordinances.**

**TWO SETS OF PLANS SHALL ACCOMPANY THIS APPLICATION** which include a plot plan showing the location of any buildings, structures, tanks, piping and valves, tank capacities, diking, details of the design and construction, and fire protection. The plans shall also indicate the method of storage, quantities to be stored, distances from buildings and property lines, accessways, fire-protection facilities, and provisions for spill control, drainage control and secondary containment.

## **Section 2**



# **Installation Guidelines**

## **INSTALLATION GUIDELINES**

**Tank Design Criteria** - Above ground storage tanks shall be designed, fabricated and constructed in accordance with nationally recognized standards. For the purpose of the Oregon Fire Code, the following standards are recognized:

- UL 142 – Non-protected Tanks
- UL 2085 – Protected Tanks

### **Piping –**

- All piping is required to be designed and fabricated from suitable materials having adequate strength and durability to withstand the pressure, structural stresses and exposure to which they can be subjected.
- All piping is required to be tested before being placed in service. Hydrostatic testing is required to be 150 % of the maximum anticipated pressure of the system, or pneumatic testing is required to be 110 % of the maximum anticipated pressure of the system when operating, but not less than 3 psi and not more than 5 psi.
- All under ground piping shall be properly designed, installed and maintained, and protected from corrosion by either a cathodic protection system or by being constructed of corrosion-resistant materials.

### **Quantity Of Fuel To Be Stored –**

- UL 142 (Non-protected Tanks) – 6,000 gallons individual shell or 18,000 gallon aggregate capacity.
- UL 2085 (Protected Tanks) – 12,000 gallons individual shell or 48,000 gallons aggregate capacity.

**NOTE:** Tanks containing Class II or III-A liquids may be of greater capacity as approved by the fire code official.

**Vehicle Impact Protection** – Protection shall be provided when tanks are subject to vehicle impact. When guard posts are installed, the posts shall be:

- Constructed of steel, not less than 4 inches in diameter, and concrete filled.
- Spaced not more than 4 feet between posts on center.
- Set not less than 3 feet deep in a concrete footing of not less than a 15 inch diameter.
- Set with the top of the post not less than 3 feet above ground, and
- Located not less than 3 feet from the protected object.

**Separation Of LPG Tanks** – The minimum horizontal separation between an LP-gas container and a Class I, II or III-A liquid storage tank shall be 20 feet.

## Separation Requirements –

### NON-PROTECTED TANKS – UL 142

Tank Capacity (Gallons)	Property lines or opposite side of a public way (feet)	Near side of public way or important building (feet)	Distance between tanks (feet)
ALL	100	50	3

### PROTECTED TANKS – UL 2085

Tank Capacity (Gallons)	Property lines or opposite side of a public way (feet)	Near side of public way or important building (feet)	Distance between tanks (feet)
Less than or equal to 6000	15	5	3
Greater than 6000	25	15	3

**Overfill Prevention** – Tanks shall not be filled in excess of 95 % of their capacity. An overfill prevention system shall be provided that shall:

- Provide an independent means of notifying the person filling the tank that the fluid has reached 90 percent of tank capacity by providing an audible or visual alarm signal, providing a tank level gauge marked at 90 percent of tank capacity, or other approved means, and
- Automatically shut off the flow of fuel to the tank when the quantity of liquid in the tank reaches 95 percent of tank capacity or other approved method of overfill prevention.
- A permanent sign shall be provided at the fill point for the tank documenting the filling procedure and the tank calibration chart. The filling procedure shall require the person filling the tank to determine the gallonage required to fill it to 95 percent of capacity before commencing the fill operation.

**Spill Containment** – A spill container having a capacity of not less than 5 gallons shall be provided for each fill connection. For tanks with a top fill connection, spill containers shall be noncombustible and shall be fixed to the tank and equipped with a manual drain valve that drains into the primary tank. For tanks with a remote fill connection, a portable spill container shall be provided.

## **Venting (normal and emergency) –**

- Vent pipe outlets for tanks storing Class I, II or III-A liquids shall be located such that the vapors are released at a safe point outside of buildings and not less than 12 feet above the adjacent ground level. Vapors shall be discharged upwards or horizontally away from closely adjacent walls to assist in vapor dispersion. Vent outlets shall be located such that flammable vapors will not be trapped by eaves or other obstructions and shall be at least 5 feet from building openings or property lines of properties that can be built on.
- Stationary above ground tanks shall be provided with additional venting that will release excessive internal pressure caused by exposure to fire. Emergency vents for Class I, II and III-A liquids shall not discharge inside buildings.

**Exception:** Tanks larger than 12, 000 gallons in capacity storing Class III-B liquids which are not within the diked area or the drain age path of Class I or II liquids do not require emergency relief venting.

**Warning Signs** – Warning signs shall be conspicuously posted within sight of each dispenser in the fuel-dispensing area and shall state the following:

- No smoking
- Shut off motor
- Discharge your static electricity before fueling by touching a metal surface away from the nozzle
- To prevent static charge, do not reenter your vehicle while gasoline is pumping
- If a fire starts, do not remove nozzle – use emergency shut off
- It is unlawful and dangerous to dispense gasoline into unapproved containers
- No filling of portable containers in or on a motor vehicle. Place container on ground before filling.

**Dispenser Specifications and Location(s)** –

➤ Dispensing devices shall be located as follows:

- 1) Ten feet or more from property lines.
- 2) Ten feet or more from buildings having combustible exterior wall surfaces or buildings having noncombustible exterior wall surfaces that are not part of a 1 hour fire-resistance-rated assembly or buildings having combustible overhangs.

**Exception:** Canopies constructed in accordance with the Building Code providing weather protection for the fuel island.

- 3) Such that all portions of the vehicle being fueled will be on the premises of the motor fuel-dispensing facility.
  - 4) Such that the nozzle, when the hose is fully extended, will not reach within 5 feet of building openings.
  - 5) Twenty feet or more from fixed sources of ignition.
- Dispensing devices except those installed on top of a protected above ground tank that qualifies as vehicle-impact resistant, shall be protected against physical damage by mounting on a concrete island 6 inches or more in height or by other approved methods.
- Dispensing devices shall be installed and securely fastened to their mounting surface in accordance with the dispenser manufacturer's instructions.
- Dispenser hoses shall be a maximum of 18 feet in length unless approved. Dispenser hoses shall be listed and approved. When not in use, hoses shall be reeled, racked or otherwise protected from damage.
- Dispenser hoses for Class I and II liquids shall be equipped with a listed emergency breakaway device designed to retain liquid on both sides of a breakaway point.

**Emergency Disconnect Switches** – An approved clearly identified and readily accessible emergency disconnect switch shall be provided at an approved location, to stop the transfer of fuel to the fuel dispensers in the event of a fuel spill or other emergency. An emergency disconnect switch for exterior fuel dispensers shall

be located within 100 feet of but not less than 20 feet from the fuel dispensers. For interior fuel-dispensing operations, the emergency disconnect switch shall be installed at an approved location. Such devices shall be distinctly labeled as: **EMERGENCY FUEL SHUTOFF**. Signs shall be provided in approved locations.

### **Secondary Containment –**

- Secondary containment for outdoor storage areas shall be designed to contain a spill from the largest individual vessel. If the area is open to rainfall, secondary containment shall be designed to include the volume of a 24-hour rainfall as determined by a 25-year storm and provisions shall be made to drain accumulations of ground water and rain water.
- An approved monitoring method shall be provided to detect hazardous materials in the secondary containment system. The monitoring method is allowed to be visual inspection of the primary or secondary containment, or other approved means. Where secondary containment is subject to the intrusion of water, a monitoring method for detecting water shall be provided. Where monitoring devices are provided, they shall be connected to approved or audible alarms.

### **Drainage Control and Diking –**

- The area surrounding a tank or group of tanks shall be provided with drainage control or shall be diked to prevent accidental discharge of liquid from endangering adjacent tanks, adjoining property or reaching waterways.

#### **Exceptions:**

- 1) The fire code official is authorized to alter or waive these requirements based on a technical report which demonstrates that such tank or group of tanks does not constitute a hazard to other tanks, waterways or adjoining property, after consideration of special features such as topographical conditions, nature of occupancy and proximity to buildings on the same or adjoining property, capacity and construction of proposed tanks and character of liquids to be stored, and nature and quantity of private and public fire protection provided.
- 2) Drainage control and diking is not required for listed secondary containment tanks.

**Fire Extinguishers** –Approved portable fire extinguishers with a minimum rating of 2-A:20-B:C shall be provided and located such that an extinguisher is not more than 75 feet from pumps, dispensers or storage tank fill-pipe openings.

## **Unsupervised Dispensing (Cardlock/Fleet) –**

- A telephone not requiring a coin to operate or other approved, clearly identified means to notify the fire department shall be provided on the site in a location approved by the fire code official.
- An approved emergency procedure sign, in addition to other required signs, shall be posted in a conspicuous location and shall read:

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

#### **1) USE EMERGENCY PUMP SHUT OFF**

#### **2) REPORT THE ACCIDENT!**

**FIRE DEPARTMENT TELEPHONE NO.** \_\_\_\_\_

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

- Dispenser operating instructions shall be conspicuously posted in approved locations on every dispenser and shall indicate the location of the emergency controls.
- Dispensing equipment used at unsupervised locations shall comply with one of the following:
  - 1) Dispensing devices shall be programmed or set to limit uninterrupted fuel delivery to 40 gallons and require a manual action to resume delivery.  
**Exception:** Class II or III-A liquid may be programmed or set to limit uninterrupted fuel delivery of up to 250 gallons.
  - 2) The amount of fuel being dispensed shall be limited in quantity by a preprogrammed card as approved.
- Contact the Office of State Fire Marshal for additional rules regarding cardlock operations.

**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. It is the responsibility of the applicant to ensure that all installations are in full compliance with applicable statutes of the State of Oregon and any local codes and ordinances.

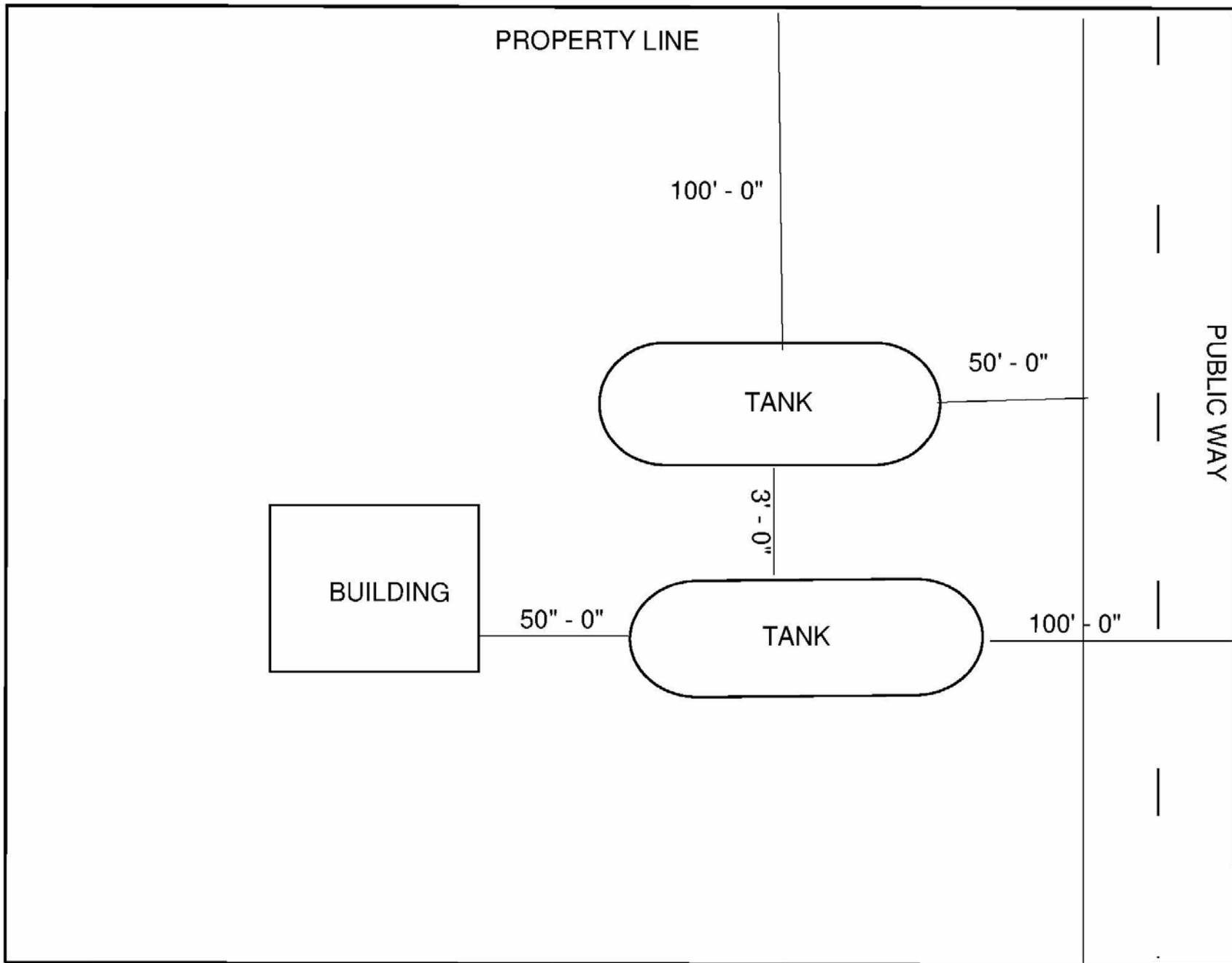
Information in this guideline may not include every above ground storage tank and fuel dispensing requirement as per the Oregon Fire Code. If a discrepancy is discovered the Oregon Fire Code shall be the governing document.

# Section 3

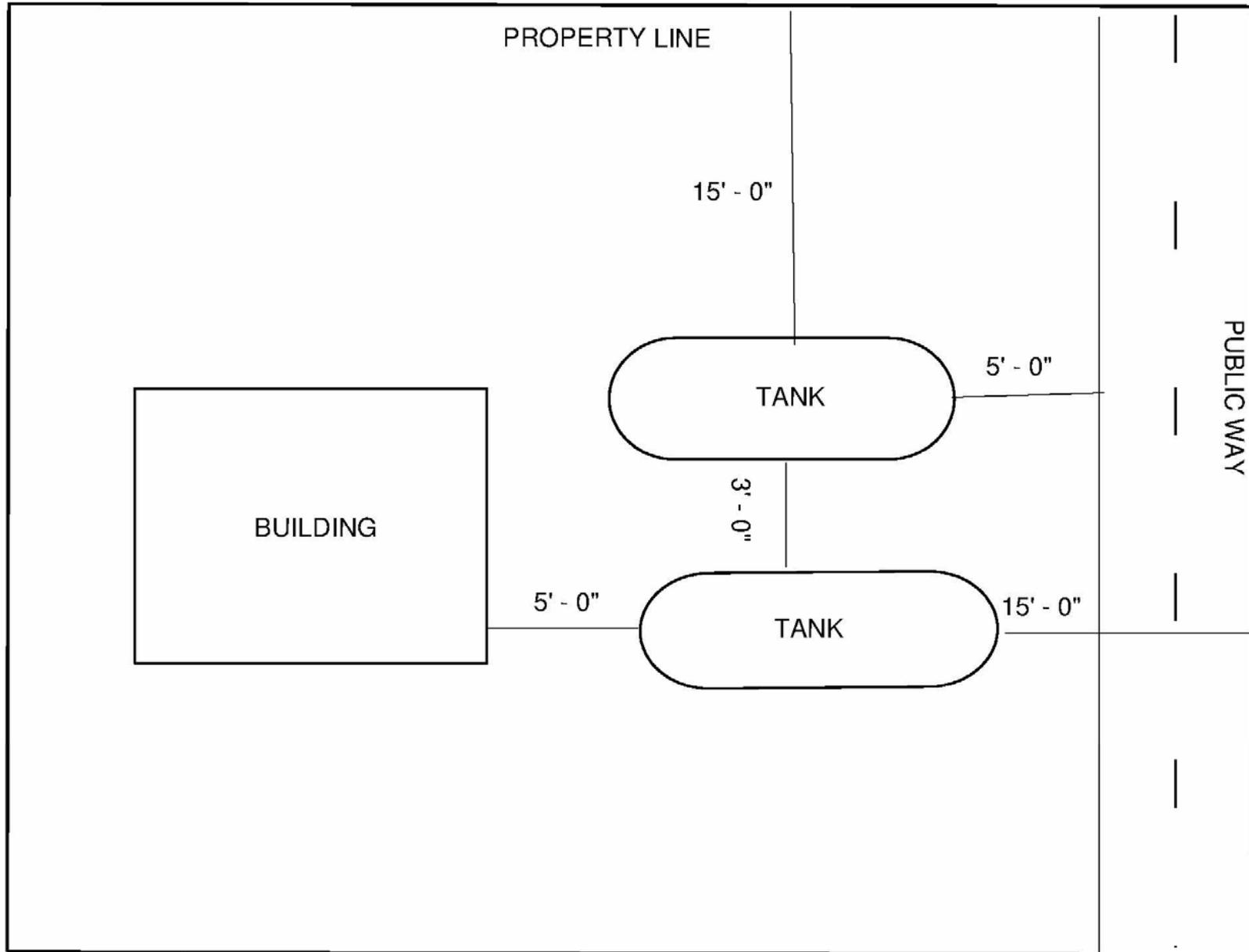


# Illustrations

# NON-PROTECTED ABOVE-GROUND STORAGE TANKS (UL 142)

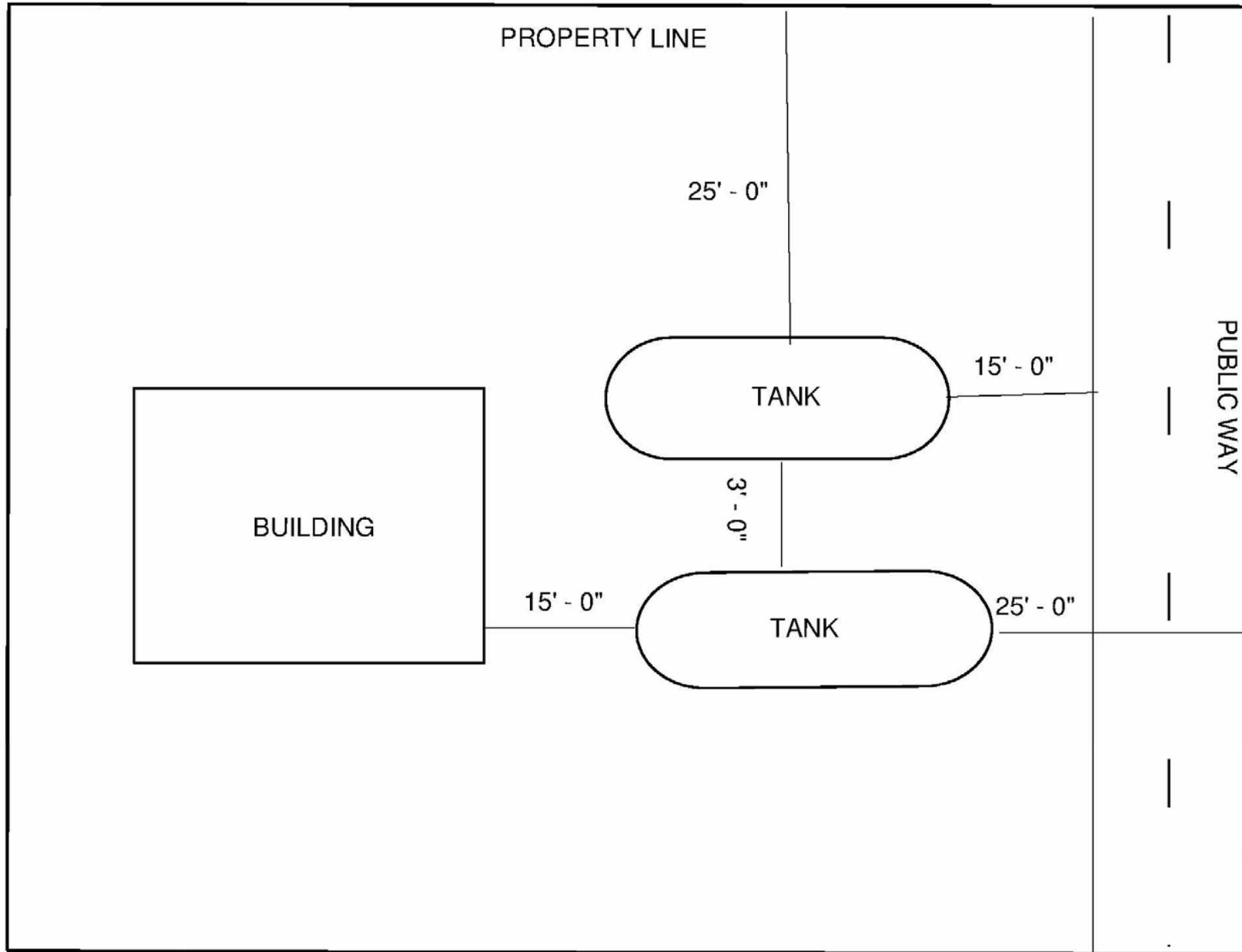


PROTECTED ABOVE-GROUND STORAGE TANK <6000 GAL. (UL2085)



NOTE: If dispensing devices are mounted on tank or an island, they shall be a minimum of 10' from lot lines and buildings

PROTECTED ABOVE-GROUND STORAGE TANK >6000 GAL. (UL2085)



NOTE: If dispensing devices are mounted on tank or an island, they shall be a minimum of 10' from lot lines and buildings