

# Underground Storage Tank System Removal/Decommissioning Report



Where underground Storage Tank Systems must be removed from the ground and disposed of, it shall be in accordance with Subsections 4.3.16. and 4.3.17. of the **National Fire Code - 2019 Alberta Edition**. Upon completion of the removal process, this form must be completed in full and sent to [fueltankinquiries@edmonton.ca](mailto:fueltankinquiries@edmonton.ca) or faxed to 780-442-7364.

<b>SECTION 1: GENERAL</b>	
Application Date (MM/DD/YY):	Storage Tank Permit Number:
Application Date (MM/DD/YY):	Development Permit Number:

<b>SECTION 1: FACILITY INFORMATION</b>			
Facility Name:		Facility Address:	
Municipality is City of Edmonton		Province/State:	Postal Code:
Contact Name:	Office #:	Cell #:	Email:

<b>SECTION 2: TANK OWNER INFORMATION</b>			
Storage Tank Owner Name ( <i>buisness or individual</i> ):			
Address:	Municipality:	Province/State:	Postal Code:
Contact Name:	phone #:	Email:	

<b>SECTION 3: CERTIFIED CONTRACTOR INFORMATION</b>			
Individuals supervising the removal of Underground Storage Tank Systems must be approved in accordance with the National Fire Code - 2019 Alberta Edition			
Company Name			
Address:	Municipality:	Province/State:	Postal Code:
Supervisor's Name:	phone #:	Certification # (CPCA, TSSA, PTMAA):	

<b>SECTION 4: TANK REMOVAL INFORMATION</b>							
*Attach a Site Sketch and Excavation Plan along with pictures of any tank identification plates found.							
Additional tanks to be added in the attachments section at the bottom of this form.							

<b>4A: STORAGE TANK INFORMATION</b>							
Tank Number	Year of Installation	Tank Construction Standard <i>(CAN/ULC Standard)</i>	Tank Material	Tank Contents	Capacity (L)	Date Removed <i>(DD/MM/YYYY)</i>	Reason For Removal <i>(Facility closing/redevelopment, tank replacement, tanks no longer required)</i>

<b>4B: STORAGE TANK SYSTEMS INFORMATION</b>	
Have all components of the storage tank system been removed ( <i>Piping, sumps, sensors etc.</i> )?:	Yes No
If no, List all components to remain in place:	

<b>4C: STORAGE TANK DISPOSAL</b>	
Was contamination observed and/or detected anywhere around the tank, piping or associated components?	Yes No
Company completing remediation work:	
Address:	Municipality: phone #:

<b>SECTION 5: STORAGE TANK SYSTEMS ABANDONMENT INFORMATION</b>		
<i>Provide any Engineered documents that support the need for Abandonment in Place</i>		
Has any storage tank and/or any component of a storage tank system been abandoned in place?:	Yes	No
If yes, explain how the requirements of the National Fire Code - 2019 Alberta Edition will be met? <i>(Provide any Engineered documents that support the need for abandonment in place)</i>		

<b>SECTION 6: SITE CONTAMINATION INFORMATION</b>			
<b>If contamination is observed during the removal process or revealed through soil sampling, notification must be made to Edmonton Fire Rescue Services and action must be taken in accordance with Sentence 4.3.17.1.(2) of the National Fire Code - 2019 Alberta Edition. Additionally, notification to Alberta Environment must be made at 1-800-222-6514 in accordance with Section 110 of the Environmental Protection and Enhancement Act.</b>			
<b>6.1 NOTIFICATION</b>			
Was contamination observed and/or detected anywhere around the tank, piping or associated components?	Yes	No	
Date Edmonton Fire Rescue Services was notified (DD/MM/YYYY):	Email:	Phone	
*Date Alberta Environment was notified (DD/MM/YYYY):	*AEP Notification #:		
<b>* Edmonton Fire Rescue Services on behalf of the City of Edmonton is obligated to report confirmed or suspected contamination that has not been reported to Alberta Environment.</b>			
<b>6.2 PHASE 2 ENVIRONMENTAL SITE ASSESSMENT</b>			
Company conducting Phase 2 ESA:			
Address:	Municipality:	Province/State:	Postal Code:
Professional Member Name:	Certification:		
phone #:	Email:		
<b>6.3 SITE REMEDIATION</b>			
Is remediation of contaminated soil required at this site?	Yes	No	
If no, explain:			
If yes, provide the following information:			
Company completing remediation work:			
Address:	Municipality:	phone #:	
Receiver of contaminated soil:			
Address:	Municipality:	phone #:	

<b>SECTION 7 - ADDITIONAL INFORMATION</b>

I certify that the information provided in this report to be accurate and true to the best of my knowledge.

\_\_\_\_\_  
 Owner/Operator or person in responsible charge of the property

\_\_\_\_\_  
 Title/Position

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

This personal information is being collected under the authority of Sec. 33 (c) of the Freedom of Information and Protection of Privacy Act and will be used by the City of Edmonton for processing permit applications, issuing permits, safety codes compliance monitoring, verification and program evaluation. Personal information collected by the City of Edmonton under the Freedom of Information and Protection of Privacy Act will be used only for the purpose for which it was obtained under the disclosures sections of the Act, Section 33 (c). You may direct questions about the collection, use or disclosure of your personal information by contacting our office at 780-496-3628 or by emailing fireprevention@edmonton.ca.

**Form Approver: Fire Marshal | Version: March 6, 2024**

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