



Town of Philipstown

Code Enforcement Office
238 Main Street, PO Box 155
Cold Spring, NY 10516

Office (845) 265- 5202 Fax (845) 265-2687

ABANDONED or REMOVAL of OIL TANKS RESIDENTIAL PERMIT PACKAGE

1. **BUILDING/ZONING PERMIT APPLICATION** - The applications must be filled out in sufficient detail and signed by the owner of the property or by an authorized agent/contractor with the submission of the **AGENT AUTHORIZATION FORM** other legal instrument authorizing the applicant to sign and obtain the Building Permit.
2. **SITE PLAN** - A plan or survey of the property showing the size and location of the tank in relationship to the building.
3. **SCOPE OF WORK** – The following Fire Code regulations are to be addressed;

F304.2.13.1.6 Heating oil storage tanks abandoned in place. Heating oil storage tanks abandoned in place shall be abandoned as follows:

F3404.2.13.1.6.1 1. The entire contents of the tank and related piping shall be emptied, cleaned and purged of all vapor. The contents of the storage tank and related piping shall be removed from the premises or property and disposed of in accordance with applicable local, state or federal rules and regulations.

2. The vent line shall remain open and intact, unless the tank is filled with an inert material. The oil fill pipe and other related piping shall either be removed, or the oil fill pipe shall be filled with concrete.

3. An approved inspector shall cause an inspection to be made of the abandoned tank to determine conformity with this section, provided that the local government official may waive such inspection for good cause.

F3404.2.13.1.4 Tanks abandoned in place. Except for heating oil tanks, tanks abandoned in place shall be as follows:

1. Flammable and combustible liquids shall be removed from the tank and connected piping.

2. The suction, inlet, gauge, vapor return and vapor lines shall be disconnected.

3. The tank shall be filled completely with an approved inert solid material. **Exception:** Residential heating oil tanks of 1,100 gallons (4164 L) or less, provided the fill line is permanently removed to a point below grade to prevent refilling of the tank.

4. Remaining underground piping shall be capped or plugged.
5. A record of tank size, location and date of abandonment shall be retained.
6. All exterior above-grade fill piping shall be permanently removed when tanks are abandoned or removed.

F3404.2.14 Removal and disposal of tanks. Removal and disposal of tanks shall comply with §F3404.2.14.1 and §F3404.2.14.2.

F3404.2.14.1 Removal. Removal of above-ground and underground tanks shall be in accordance with all of the following:

1. Flammable and combustible liquids shall be removed from the tank and connected piping.
2. Piping at tank openings that is not to be used further shall be disconnected.
3. Piping shall be removed from the ground. **Exception:** Piping is allowed to be abandoned in place where the code enforcement official determines that removal is not practical. Abandoned piping shall be capped and safeguarded by filling with concrete.
4. Tank openings shall be capped or plugged, leaving a 0.125-inch to 1/4-inch-diameter (3.2 mm to 6.4 mm) opening for pressure equalization.
5. Tanks shall be purged of vapor and inerted prior to removal.
6. All exterior above-grade fill and vent piping shall be permanently removed. **Exception:** Piping associated with bulk plants, terminal facilities and refineries. 010311

4. **PUTNAM COUNTY LICENSED CONTRACTORS & SUBCONTRACTOR** a copy of the Putnam County Licensed is to be submitted with the building permit application.
5. **WORKERS' COMPENSATION** – Proof of insurance must be submitted from the contractor at the time of application. **ACORD FORMS** are not acceptable proof of insurance.
 - Contractor with The State Insurance Fund must submit form U26.3 and DB-120.1.
 - Contractor with Private Insurance must submit form C-105.2 and DB-120.1.
 - Contractor who is self insured must submit form SI-12 or GSI-105.2 and DB-155.
 - Contractors who are exempt from Workers' Compensation must submit form CE-200.
 - An owner applying for the permit who occupies the residence may submit form BP-1 affidavit.