

STORAGE TANK

(Complete one form per storage facility. Reference Circular DEQ-1 2022 Edition Chapter 7)

Public Water Supply Name: _____ Public Water Supply Identification #: MT00 _____

Date: _____ Instructor: _____

Operation and Maintenance manual onsite and up-to-date Yes _____ No _____

EPA storage tank checklists can be found at [Finished Water Storage Tank Inspection/Cleaning Checklist | US EPA](#)

Storage Tank Information:

Storage Facility ID: _____ Year constructed: _____ Date of last cleaning: _____ Date of last inspection: _____

Storage Facility location: _____ latitude _____ longitude Storage Facility elevation: _____

Type of Storage Facility (please check the ones that apply):

_____ above ground _____ welded steel _____ concrete _____ fiberglass
_____ ground level _____ bolted _____ plastic _____ flexible membrane
_____ buried _____ other (describe): _____

NSF approved for potable water? Yes ___ No ___ Tank approved for bury? Yes ___ No ___ NA ___

Please list manufacturer and model if known: _____

Cylindrical: Diameter: _____ feet _____ inches Height/Length: _____ feet _____ inches

Rectangular: Width: _____ feet _____ inches Length: _____ feet _____ inches Depth: _____ feet _____ inches

Rated tank capacity: _____ gallons Actual storage capacity: _____ gallons Gallons per one vertical foot: _____ gallons

Type of storage tank level controls (ex: floats, transducer, SCADA, etc.) _____

Current water level settings: Cut-in level to fill tank _____ feet (_____ psi) Cut-out level when full _____ feet (_____ psi)

Does system have an operational high and low water level alarm? Yes ___ No ___

Feet of storage tank drawdown per pump cycle _____ feet Gallons of drawdown per pump cycle _____ gallons (Use for disinfection calculations)

Does system provide fire flow? Yes ___ No ___ Required fire storage volume: _____ gallons

Average storage facility detention time: _____ minutes/hours/days

Comments:

STORAGE FACILITY ACCESS HATCH INFORMATION:

Finished water storage structures must be designed with reasonably convenient access to the interior for cleaning and maintenance. At least two access hatches must be provided above the waterline at each water compartment where space permits. Small tanks of 20,000 gallons or less need not have two access hatches.

Ground level or flat roof structures:

Elevated at least 24 inches above the top of the tank or covering sod, whichever is higher? Yes ___ No ___

Fitted with a solid watertight cover, which overlaps a framed opening and extends down around the frame at least 2 inches? Yes ___ No ___

Is the frame at least 4 inches in height? Yes ___ No ___ Is cover hinged one side? Yes ___ No ___

Does the cover have locking device? Yes ___ No ___

Elevated storage, dome roof structures, and standpipes:

Is at least one access hatch framed a minimum of 4 inches above the surface of the roof? Yes ___ No ___

Fitted with a solid watertight cover, which overlaps a framed opening and extends down around the frame at least 2 inches? Yes ___ No ___

Is the frame at least 4 inches in height? Yes ___ No ___ Is cover hinged one side? Yes ___ No ___

Are all other access hatches or access ways bolted and gasketed? Yes ___ No ___

Comments:

STORAGE FACILITY VENT INFORMATION:

Note: Finished water storage structures must be vented. The overflow is not considered a vent. Open construction between the sidewall and roof is not permissible.

Vent type: ___ Top mushroom style vent ___ Gooseneck vent ___ Pressure vacuum vent ___ Other: _____

Vent screen: ___ Stainless steel ___ Aluminum ___ Plastic ___ Other: _____

Screen size: Fine (bug) mesh size: ___ Coarse (bird) mesh size: ___

Vent screen installation: ___ Horizontal ___ Vertical

Does vent installation prevent: Entrance of surface water and rainwater? Yes ___ No ___ Entrance of birds and animals? Yes ___ No ___

Does this vent installation exclude insects and dust, as much as this function can be made compatible with effective venting? Yes ___ No ___

Ground level structures:

Does the vent terminate downward? Yes ___ No ___ Is vent opening covered by 24-mesh non-corrodible screen? Yes ___ No ___

Does the vent opening terminate at least 24 inches above roof or sod? Yes ___ No ___

Is the screen mesh susceptible to acts of vandalism? Yes ___ No ___

Elevated tanks and standpipes:

Does the vent terminate downward? Yes ___ No ___

Vent is fitted with either: 4-mesh non-corrodible screen: Yes ___ No ___ or finer mesh non-corrodible screen in combination with an automatic pressure-vacuum relief mechanism Yes ___ No ___

Comments:

STORAGE FACILITY OVERFLOW INFORMATION:

No overflow may be connected directly to a sewer or a storm drain.

The overflow pipe is located: interior tank exterior tank Overflow pipe diameter? inches

Does the overflow outlet pipe terminate between 12 to 24 inches above ground surface? Yes No

Does overflow outlet pipe discharge over a drainage inlet structure or splash plate? Yes No

Is overflow pipe located so that any discharge is visible? Yes No

Overflow pipe diameter is properly sized to permit wasting of water in excess of filling rate? Yes No

Screens are visible and in good condition? Yes No

Does the overflow outlet have a flapper to minimize air movement and ice formation? Yes No

Does the overflow outlet pipe an approvable screen within the pipe and behind the flapper valve? Yes No

Ground level structures:

Does overflow open downward? Yes No Is overflow outlet screened with 24-mesh non-corrodible screen? Yes No

Is screen installed within the overflow pipe at a location least susceptible to vandalism? Yes No

Elevated tanks:

Does overflow open downward? Yes No

Is overflow outlet screened with four-mesh non-corrodible screen or mechanical device, such as a flap valve or duckbill valve? Yes No

Is screen installed within the overflow pipe at a location least susceptible to vandalism? Yes No

Comments:

STORAGE FACILITY SAFETY:

Does the system have an up-to-date safety plan? Yes No Are staff properly trained to implement the safety plan? Yes No

Are staff properly trained in use of safety equipment? Yes No

Does storage tank design conform to pertinent safety laws and regulations of the area it was constructed? Yes No Unk

Does storage tank ladder include properly sized and unaltered personal fall arrest system components? Yes No

Does storage tank have travel restraint protection for working on top of the tank? Yes No

Does access ladder have an exterior cage? Yes No Does access ladder cage have a lockable gate at the bottom? Yes No

Does the access ladder cage have additional exterior protection on the outside of the cage to prevent trespass? Yes No

Briefly describe the systems' safety climbing equipment, and staff training for accessing and working on this facility:

Miscellaneous:

Please list facility flow (examples: WL002 and WL003 > CH001 > TP001 > ST001 > DS001, or WL002 > DS001 > ST001 > DS001): _____

Storage tank Inlet/outlet: common inlet/outlet independent inlet/outlet Distance between inlet/outlet feet

Are storage tank inlet/outlet pipes at different elevations to promote tank circulation? Yes No

Storage tank mixer? Yes No Mixer type and age: _____

