February 4, 2010

RE: UPDATED POLICY
LPG TANK INSTALLATIONS IN CITY OF CHICAGO

The Office of the Illinois State Fire Marshal (OSFM) is hereby announcing the following important change to the policy of the OSFM relative to the installation of LPG tanks within the City of Chicago.

For many years the OSFM practiced a policy whereby LPG tank installations in Chicago were not reviewed or inspected by the OSFM but rather deferred to the City of Chicago for permit review and inspection. Effective immediately the OSFM will apply the requirements for LPG tank installation application found in 41 Ill. Adm. Code 200 to installations being made within the City of Chicago. This requires the filing of an application and accompanying plans with the OSFM to review the installation or relocation of LPG tanks as well as an on-site inspection and approval prior to the tank being placed into operation.

As a reminder, although all installations are required to comply with the applicable rules, an application (in triplicate) is required to be made to the Office of the Illinois State Fire Marshal for the installation or relocation of any LPG storage tank that is greater than 2,000 gallons capacity, or when the aggregate water capacity of multiple tanks exceeds 4,000 gallons or for any LPG tank, regardless of capacity, if LPG will be dispensed from the tank into smaller cylinders or vehicles. Also, site plans, in triplicate, are required to accompany all submitted LPG applications. Temporary (not to exceed 6 months) installations, although required to comply with all applicable installation and operating requirements prescribed by adopted codes, are not required to submit plans and applications or undergo an on-site inspection by OSFM.

The complete administrative rules of the OSFM applicable to LPG tank installations can be found online at: http://www.ilga.gov/commission/jcar/admincode/041/04100200sections.html

Applications pertaining to the installation or relocation of LPG tanks can be found on the OSFM’s website at the following address: http://www.state.il.us/osfm/Techservices/application_forms.htm. This includes the following:

- The OSFM “Application for LPG Tank Installation”. A three page application that is required to be completed, signed and submitted in triplicate, with site plans also in triplicate, for the installation or relocation of any LPG storage tank that is greater than 2,000 gallons capacity, or when the aggregate water capacity of multiple tanks exceeds 4,000 gallons or for any LPG tank, regardless of capacity, if gas will be dispensed from the tank into smaller cylinders or vehicles.

- An application entitled “Supplemental LPG Tank Installation Application for Vertically Mounted Tanks”. This application must accompany the above-described “Application for LPG Tank Installation” if any of the proposed tanks will be installed in a vertical position.

- An application entitled “Supplemental LPG Tank Application for Indoor LPG Dispensing”. This application must accompany the above-described “Application for LPG Tank Installation” if any dispensing of LPG will be conducted indoors (e.g., in a separate structure, an attached structure, or a room within a structure).
At this time there continues to be no fees associated with the OSFM’s LPG tank plan review or field inspection process.

The application and on-site inspection process pertains to LPG tanks that are being newly installed or relocated. It does not pertain to previously installed tanks that are currently in operation. There is not a need for contractors or owners to “register” or reapply for LPG tank installations that were made prior to this announcement.

The Office of the State Fire Marshal does not control the permitting or field inspection process practiced by the City of Chicago. Therefore, contractors and owners will need to verify the city’s requirements with officials of the City of Chicago. **PREVIOUS PERMITTING AND INSPECTION REQUIREMENTS INVOKED BY THE CITY OF CHICAGO SHOULD BE ASSUMED AS REMAINING IN EFFECT unless the City of Chicago notifies you of changes.** The application and inspection requirements of the OSFM being announced in this document are in addition to any requirements applied by the City of Chicago.

If you have further questions concerning any of this information please feel free to contact the Technical Services Division of the Office of the State Fire Marshal at 312/814-8960 or by writing to SFM.Techservices@illinois.gov.

Respectfully,

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