



South Adams County Fire Department

6050 Syracuse Street, Commerce City, CO 80022

Phone: 303-288-0835 | www.sacfd.org

Hazardous Materials Management Plan

Section 1: Facility Description

1. **Business Name:** _____ **Phone:** _____

Address: _____

2. **Person Responsible for the Business:**

Name	Title	Phone

3. **Emergency Contacts:**

Name	Title	Home Number	Work Number

4. **Person Responsible for the Application/ Principal Contact:**

Name	Title	Phone

5. **Principal Business Activity :**

6. **Number of Employees:** _____

7. **Number of Shifts:** _____

a. **Number of Employees per Shift :**

8. **Hours of Operation:** _____

10. General Facility Site Plan

- a. Provide a site plan on 8 ½ by 11-inch paper, showing the locations of all buildings, structures, outdoor chemical control or storage and use areas, parking lots, internal roads, storm and sanitary sewers, wells and adjacent property uses.**
- b. Indicate the approximate scale, northern direction and date the drawing was completed.**

11. Facility Storage Map Site Plan (please provide the following):

- a. Provide a floor plan of each building identified on the site plan containing hazardous materials on an 8 ½ inch by 11-inch paper.**
 - i. Identifying the northern direction and showing the location of each storage and use area.**
- b. Identify storage and use areas, including hazard waste storage areas.**
- c. Show the following:**
 - i. Accesses to each storage and use area.**
 - ii. Location of Emergency equipment.**
 - iii. Location where liaison will meet emergency responders.**
 - iv. Facility evacuation meeting point locations.**
 - v. The general purpose of other areas within the building.**
 - vi. Location of all aboveground and underground tanks to include sumps, vaults, below-grade treatment systems, piping etc.**
 - vii. Show Hazard classes in each area.**
 - viii. Show locations of all Group H occupancies, control areas, and exterior storage and use areas.**
 - ix. Show emergency exits.**

14. Storage Tank Form

Storage Tank Form (Description of each tank on site)					
	Contents	Size in Gallons	Installation Date	Steel or Fiberglass	Single or Double Wall
Tank 1					
Tank 2					
Tank 3					
Tank 4					
Tank 5					
Tank 6					
Tank 7					
Tank 8					
Describe tank leak detection, method and frequency :					
Describe piping system's leak detection, method and frequency:					

