Searching for UST/AST Records

Planning and Development Services does not currently process any permits for Underground Storage Tanks or Above Ground Storage tanks. Our Historical Permit Records may contain reference to these types of installations located on our Inspection Cards however this is infrequent.

Recommended contacts for UST/AST records:
1. Washington State Department of Ecology
2. Pierce County Health Department
   - https://www.tpchd.org/healthy-places/contaminated-property-cleanup/underground-storage-tanks
3. Tacoma Fire Department
   - http://cms.cityoftacoma.org/fire/Website%202013/Prevention%20Division/Prevention%20Permits/information%20bulletins/decommission%20residential%20tanks.pdf

GETTING STARTED

You can start your search by using the GovMe map to review Environmental Data layers then move onto our DART map and Historical Permit Record search to review Inspection Cards.

GOVME MAP

Our original GIS mapping system can be found by going to: http://tacomapermits.org/ and selecting the maps icon in the lower right hand side of the screen, then choose govME MapGuide or use the following direct link: http://www.govme.org/gMap/MGMain.aspx

This map has multiple layers under the Environmental Data category which reveal records of Contaminated Site / UG Tanks as provided by Pierce County. The yellow information box will appear when you hover over the tank.
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Note: This Tip Sheet does not substitute for codes and regulations. The applicant is responsible for compliance with all codes and regulations, whether or not described in this document. More information: City of Tacoma, Planning and Development Services | www.tacomapermits.org (253) 591-5030
To request this information in an alternative format or a reasonable accommodation, please call 253-591-5030 (voice). TTY or STS users please dial 711 to connect to Washington Relay Services.

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Additional information about these layers can be found under the following descriptions. Also included is the contact information for the Pierce County staff member who may help with further research.

**Contaminated Sites**

Data updated on: 4/4/2013

Contact: Brad Costello  
Company: Pierce County  
Department: Health Department (Technical Assistant)  
Phone: (253) 798-3808  
eMail: bcostello@pcphd.org  
Description: Environmental Data  

This data set is intended to identify sites that are undergoing cleanup and sites that are awaiting further investigation and/or cleanup. Data for this layer was extracted from the Washington State Department of Ecology's Confirmed & Suspected Contaminated Sites (CSCS) report. This layer contains information about sites that are undergoing cleanup and sites that are awaiting further investigation and/or cleanup. Sites on the Hazardous Sites List are included in this data.

**Leaking UG Storage Tanks**

Data updated on: 4/4/2013

Contact: Brad Costello  
Company: Pierce County  
Department: Health Department (Technical Assistant)  
Phone: (253) 798-3808  
eMail: bcostello@pcphd.org  
Description: Environmental Data  

Leaking Underground Storage Tank List (LUST). This report contains information on UST facilities that require cleanup and their cleanup history. This information is provided by the Washington State Department of Ecology using the ISIS web reporting tool.

**Regulated UG Tanks**

Data updated on: 4/4/2013

Contact: Brad Costello  
Company: Pierce County  
Department: Health Department (Technical Assistant)  
Phone: (253) 798-3808  
eMail: bcostello@pcphd.org  
Description: Environmental Data  

Regulated Underground Storage Tank List (UST). Washington State regulates more than 11,000 active tanks on approximately 4,000 different properties, including gas stations, industries, commercial properties, and governmental entities. The Regulated UTS report contains information on both operational and closed UTS. Information is provided by the Washington State Department of Ecology using the ISIS Web Reporting Tool.

**Tank Removal Permit Data**

Data updated on: 4/4/2013

Contact: Brad Costello  
Company: Pierce County  
Department: Health Department (Technical Assistant)  
Phone: (253) 798-3808  
eMail: bcostello@pcphd.org  
Description: Environmental Data  

This layer identifies sites that have an application to remove commercial underground storage tanks. This data set represents sites that have been issued a permit for removal or abandonment of a commercial underground storage tank by the Tacoma-Pierce County Health Department. Tanks that are used to contain or disperse hazardous substances are regulated under Pierce County Code 8.34, Tacoma Municipal Code 5.47 and Tacoma-Pierce County Board of Health Resolution 88-1006. The removal of home heating oil tanks is not regulated by the Health Department.
PERMIT RECORDS

The following instruction will help guide you through the process of searching for permit records focusing on the Inspection Cards. These Inspection Cards are the only documents that Planning and Development Services would have that would contain UST or AST records.

DART MAP

Our DART map can be found by going to: http://tacomapermits.org/ and selecting the maps icon in the lower right hand side of the screen, then choose DART Map.

There are many features in the DART map which you may want to explore including our base maps and layers list. The map also has measuring and drawing tools which can be useful when researching a property or defining a project. However in this How to Guide we will be focusing on address, parcel and permit searches.

Once you have access to the map you will be able to use the search bar in the upper left hand corner to search for either address or parcel number. Once the address has appeared in the Site Address section you may select it in order for the map to focus on that property. This is the same process for the Parcel search.
Searching for UST/AST Records

IDENTIFY RESULTS

Once the screen has centered on your property you will need to click on the parcel in order to activate the Identify Results window on the left side of the screen. This window will provide you with the parcel details supplied by Pierce County immediately. This shows the parcel number and the primary address.

If the parcel details do not show an address then you will need to click on the Permit/Site History to reveal the address provided by the City of Tacoma and/or any additional addresses as seen below.

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PERMIT/SITE HISTORY

The permit history found on the DART map include various record types. Your search should focus on the Inspection Cards.

1. Inspection Cards (BLD, PLM, MEC records to 2001 and Side Sewer records to the mid-2000’s)

These files are saved as .TIF image files and are readily available to be reviewed and/or downloaded.

ACCELA – HISTORICAL PERMIT RECORDS – GOVME

Through our main permitting website, you will be able to search this same database using the address rather than the map. The direct link to this search page is: http://www.govme.org/govME/Permits/Inter/PermitSiteHistory/FindPermit.aspx

This can also be found by accessing our permitting website at: https://aca.accela.com/tacoma/ then selecting the “Historical Permit Records” link.

This type of search is helpful for properties that may be on a street that had a name change or buildings that may have changed or retired addresses. (Best viewed in Internet Explorer)

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STREET NAME CHANGES

Martin Luther King Jr Way = South M Street
Stewart St = Stewart Ave
Earnest S Brazill St = South 12th St
(These are just a few examples and not an exhaustive list)

You will want to search for records under both street names in order to confirm you have all the historical records for each address you provide.

RETIRE ADDRESS

When a property has multiple addresses associated with it, such as with some commercial buildings, the likelihood that an address has been retired overtime increases. If an address has been retired then it will not show up on our maps.

As storefronts may be combined or separated, the addresses must be updated as well. When searching for permit records it can sometimes be beneficial to search by the Street Name only and scroll down the list to the address block in question to make sure nothing is overlooked.

As you can see from the example, the addresses of 1102 and 1104 Martin Luther King Jr Way have been retired, most likely due to the combination of storefronts or a similar change.
TROUBLESHOOTING TIPS:
When reviewing documents on the GovMe website for either Historic Permit Documents or GovMe Map please use Internet Explorer and if needed access our Troubleshooting Tips through GovMe.org>Maps>Troubleshooting Tips or the following link: http://www.govme.org/gMap/Help/HTML/index.html?gmaptroubleshooting.html