# Fuel Point of Distribution (FPOD) Site Selection Guide



Energy Emergency Management

This guide is an addendum to the Local Jurisdiction Emergency Fuel Planning Guide. It is designed to help counties and Tribal nations identify sites suitable for the intake and distribution of emergency fuel.

# 1. Site Location

Fuel Points of Distribution (FPODs) should be pre-identified and evaluated by county and local officials and, if applicable, agreements should be put in place to ensure the sites can be used in the event of a disaster. Technical assistance for identifying and evaluating potential FPODs is available at the Washington State Energy Emergency Management Office. Feel free to contact us at [wa.energyem@commerce.wa.gov](mailto:wa.energyem@commerce.wa.gov).

The following considerations should be taken into account when selecting an FPOD site:

* Located in close proximity to emergency operations locations to minimize costs associated with hauling fuel to local FPODs.
* Relatively flat and minimally covered by vegetation to facilitate heavy truck traffic.
* Good ingress that supports heavy truck traffic with separate ingress to and egress from the site.
* Free from obstructions such as power lines or pipelines.
* Does not impede the flow of traffic along major transportation corridors.
* Pre-establishment of underground fuel storage pumps may be beneficial.
* Facilitates heavy equipment storage.
* County or publically owned land preferred to privately owned land.
* Does not create a public nuisance by disrupting business operations or by causing dangerous conditions in residential neighborhoods or schools (should not be in proximity to residential areas, schools, churches, hospitals, or other sensitive areas).
* Should not be predominantly located in low-income or minority areas.
* Able to be restored to original conditions.

Inbound fuel from the state may arrive via helicopter, airplane or cargo ship (and eventually by road when routes are cleared) and it is important that these resources can access the county’s FPOD site. Considerations should be made regarding the county’s primary and backup site locations to ensure they will be accessible following a disaster.

# 2. FPOD Site Assessment Form

### 2.1 Introduction

The purpose of this report is to identify locations within the county that may serve as FPOD sites following a disaster. First, consider the following criteria for site selection. Then, in Section 3, document your findings. You may wish to add this assessment to your Local Jurisdiction Emergency Fuel Plan or Business Continuity/Continuity of Operations plans***.* Once signed and published, please email a copy to the Energy Emergency Management Office at**[wa.energyem@commerce.wa.gov](mailto:wa.energyem@commerce.wa.gov).

### Criteria

The Washington State Energy Office will use the following criteria to evaluate locations as potential FPOD sites:

* On state or county priority lifeline routes
* Ability to receive fuel by road and rotary wing aircraft
* 10,000 gallon storage capacity for unleaded fuel
* 10,000 storage capacity for diesel
* Operate 72 hours without resupply
* 24 hours staffing or ability to staff up
* Restricted access (e.g., fencing, security)
* Backup power capability
* Located outside the tsunami inundation zone, not in a pre-identified liquefaction zone, outside the lahar zone.

2.2.1 Publicly Owned Property

In order to eliminate potential costs associated with acquiring, leasing or operating on private property, publicly-owned properties will be considered before exploring privately-owned properties.

2.2.2 Proximity to High Population Density

The proximity of the surveyed location to neighborhoods, schools, businesses, high-traffic thoroughfares and other areas of high population density are carefully evaluated. FPOD sites located near high population density areas increase traffic congestion and create logistical and safety hazards for the community, especially immediately following an event. To that end, the FPOD sites recommended are done so with as minimal an intrusion to residents as possible.

2.2.3 Ingress/Egress

Safe and adequate ingress and egress in and out of the sites, along with efficient road access to routes leading to and from the sites, are critical to ensure efficient turnaround of debris collection vehicles.

2.2.4 Adherence to All Local, State, and Federal Rules, Regulations and Ordinances

Local, state, and federal rules, regulations and ordinances should be followed, including those pertaining to environmental quality and noise control. Though some disposal regulations are lifted following a State of Emergency, it is critical that all Temporary Debris Storage and Reduction site operations meet Occupational Safety and Health Administration (OSHA) safety requirements, as well as the operational procedures outlined by the Washington State Department of Ecology, Washington State Department of Agriculture and other authorities as necessary.

# 3.0 Investigation of Property Suitability

Fill out Sections 3.1 through 3.4 for each Fuel Point of Distribution you wish to assess and/or document. Copy these sections as needed.

### 3.1 Description of Fuel Point of Distribution Site

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name or Address of Site:** | | | | | | | | | | | | |
| **Date of Site Investigation:** | | | | | | | *Click here to enter text.* | | | | | |
| **Ownership of Property  (check one):** | | | | City County Tribal Private  Other Ownership (describe) *Click here to enter text.* | | | | | | | | |
| **Property’s Current Use** | | | | *Click here to enter text.* | | | | | | | | |
| **Property Name:** | *Click here to enter text.* | | | | | | | | | | | |
| **Property Owner’s Name:** | | | | | | *Click here to enter text.* | | | | | | |
| **Property Owner’s Address:** | | | | | | | | *Click here to enter text.* | | | | |
| **Property Owner’s Phone No.:** | | | | | | | | | *Click here to enter text.* | | | |
| **Estimated Property Size:** | | | | | *Click here to enter text.* | | | | | | | |
| **Useable Acreage:** | | *Click here to enter text.* | | | | | | | | | | |
| **Site GPS Coordinates:** | | | **N:** *Click here to enter text.* | | | | | | | | **W:** *Click here to enter text.* | |
| **Site Slope <2%:** | | | Yes No | | | | | | | | | |
| **Separate Ingress/Egress:** | | | Yes No | | | | | | | | | |
| **Fenced and Secured Perimeter:** | | | Yes No | | | | | | | | | |
| **Secure Storage Areas:** | | | Yes No Describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| **Existing Fueling Capability:** | | | Underground Tanks Aboveground Tanks Bladders No Capability Describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| **Existing Towers:** | | | Yes No Describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | |
| **Site Preparation:** | | High Medium Low | | | | | | | | | | |
| **Suitability to Wet Weather:** | | | | | | | | High Medium Low | | | | |
| **Ability to Serve a Spatial Area:** | | | | | | | | | | High Medium Low | | |
| **List Numbers of Each Photograph Taken of the Property:** | | | | | | | | | | | | Click here to enter text. |

### 3.2 Characterization of Neighboring Properties

Describe relevant details of surrounding properties.

|  |  |
| --- | --- |
| **Evaluation Factor** | **Comments** |
| Property’s current land use | *Click here to enter text.* |
| Any proposed future land uses | *Click here to enter text.* |
| Environmental issues | *Click here to enter text.* |
| Proximity to schools, churches, community centers | *Click here to enter text.* |
| Property topography | *Click here to enter text.* |
| Open water sources | *Click here to enter text.* |
| Ground water wells | *Click here to enter text.* |
| Access to electricity/sewer/water | *Click here to enter text.* |
| Soil integrity | *Click here to enter text.* |
| Surface water drainage | *Click here to enter text.* |
| Ingress/egress | *Click here to enter text.* |
| Lighted area | *Click here to enter text.* |
| Site security | *Click here to enter text.* |
| Buffer distance for noise control | *Click here to enter text.* |
| Property developed | Yes  No |
| Property adjacent to airport/airfield | Yes  No |
| Site able to handle large volume of trucks | Yes  No |

### 3.3 Site Sketches or Aerial Map

Identify major features of the site (roadways, barriers to use, spatial area). If only a portion of the property is suitable for use, please identify what area(s) will be used and what areas will not.



### 3.4 Photos







