



Technical Standards and Safety Authority  
 www.tssa.org  
 14th Floor - Centre Tower  
 3300 Bloor Street West  
 Toronto Ontario M8X 2X4  
 Fax: 416.231.4903  
 Customer Service: 1.877.682.8772

**Level 1 Risk and Safety Management Plan (RSMP)**  
*Technical Standards and Safety Act*  
 Propane Storage and Handling Regulation

This Level 1 RSMP applies to:
 

- a facility with a total propane storage capacity of 5,000 USWG or less; or
- a facility with a fixed propane storage capacity of exactly 5,000 USWG and no more than 500 USWG of portable propane storage capacity on site.

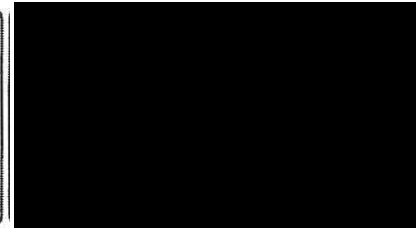
Failure to fully complete this form may result in rejection.  
 Making a false statement may result in a fine or prosecution  
 under the *Technical Standards and Safety Act*

Licence Number 0076510593-C

Check applicable type of propane operations.

Cylinder     Motor Fill     Filling Plant     Card/Keylock

Submit along with this completed application a Facility Site Plan and a Map of the Surrounding Area.



**SECTION A: GENERAL INFORMATION**

The Undersigned applies to TSSA for a review for an RSMP under Ontario's *Technical Standards and Safety Act*, Propane Storage and Handling Regulation.

Company Name Costco Wholesale (Canada) Ltd Ontario Corporation No., if applicable \_\_\_\_\_

**A** Operator Name (if different from above)  
Kelly Flegel (Warehouse Manager)

Telephone No. 1-800-463-3783 Fax No. N/A E-mail service@costco.ca

**B** Street No. 415 Street Name / 911 Number / Address, if applicable West Hunt Club Road

Town / City or Township / County Ottawa Province Ontario Postal Code K2E 1C5

Mailing address if different from above.

**C** Street No. \_\_\_\_\_ Street Name / 911 Number / Address, if applicable \_\_\_\_\_

Town / City or Township / County \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

**Information on Container Refill Centre or Filling Plant**

Location of facility.


**D** Street No. 1015 Street Name / 911 Number / Address, if applicable Centennial Drive Nearest Major Intersection Centennial Drive & Princess Street

Town / City or Township / County Kingston Province Ontario Postal Code K7P 3B7

Name of Licence Holder  
Kelly Flegel on behalf of Costco Wholesale (Canada) Ltd.

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT). Robert Moyer ROT type 100-08-77292

Municipality (or municipalities if the facility or its hazard distance touches multiple borders)  
City of Kingston

Hours of operation.  


This document is valid until the next licence renewal date. You are required by law to notify TSSA of any change of information.

Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.

Name of Licence Holder	Printname <u>Kelly Flegel on behalf of Costco Wholesale (Canada) Ltd</u>	Signature 	Date (dd-mm-yyyy) <u>18-02-2012</u>
Name of Senior Management person as defined in the Regulation holding the Record of Training	<u>Robert Moyer</u>		



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**Technical Standards and Safety Act**  
**Propane Storage and Handling Regulation**

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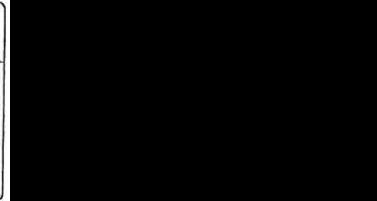
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Licence Number: 0076510593-C

Check applicable type of propane operations:

Cylinder     Motor/Fill     Filling Plant     Card/Keylock

Submit along with this completed application a Facility Site Plan and a Map of the Surrounding Area



**SECTION A: GENERAL INFORMATION**

The Undersigned applies to TSSA for a review for an RSMP under Ontario's *Technical Standards and Safety Act*, Propane Storage and Handling Regulation.

**A** Company Name: Costco Wholesale (Canada) Ltd. Ontario Corporation No., if applicable: \_\_\_\_\_

Operator Name (if different from above): Kelly Fiegat (Warehouse Manager)

Telephone No: 1-800-463-3783    Fax No: N/A    E-mail: service@costco.ca

**B** Street No: 415    Street Name / 911 Number / Address, if applicable: West Hunt Club Road

Town / City or Township / County: Ottawa    Province: Ontario    Postal Code: K2E 1C5

Mailing address if different from above:

**C** Street No: \_\_\_\_\_    Street Name / 911 Number / Address, if applicable: \_\_\_\_\_

Town / City or Township / County: \_\_\_\_\_    Province: \_\_\_\_\_    Postal Code: \_\_\_\_\_

**Information on Container Refill Centre or Filling Plant**

**D** Location of facility:

Street No: 1015    Street Name / 911 Number / Address, if applicable: Centennial Drive    Nearest Major Intersection: Centennial Drive & Princess Street

Town / City or Township / County: Kingston    Province: Ontario    Postal Code: K7P 3B7

Name of Licence Holder: Kelly Fiegat on behalf of Costco Wholesale (Canada) Ltd.

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT): Robert Moyer    ROT type: 100-09-77292

Municipality (or municipalities if the facility or its hazard distance touches multiple borders): City of Kingston

Hours of operation:

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Print name	Signature	Date (dd-mm-yyyy)
Name of Licence Holder: Kelly Fiegat on behalf of Costco Wholesale (Canada) Ltd.		12/2/11
Name of Senior Management person as defined in the Regulation holding the Record of Training: Robert Moyer		



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SECTION A: GENERAL INFORMATION (cont'd)

Indicate the year the facility was established.

1997

Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment.

None

Identify the psig rating and serial number for each fixed propane storage tank on site.

	PSIG	Serial Number
Tank 1:	250 PSIG	20583-18
Tank 2:		
Tank 3:		

Enter capacity of propane in USWG, fixed, portable, and mobile, and provide detailed inventory that includes the number of tank/vessel for each type (fixed, portable, and mobile) and the capacity of each tank/vessel, on a separate document.

Fixed: 2000 USWG      Portable: 0      ~~300~~ 396 40      Mobile: 0

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Name of person completing this form (please print) Kelly Flegel	Official Title Warehouse Manager
Signature 	Telephone No. (613) 549-2527
	Date (dd-mm-yyyy) 18-02-2012



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**Level 1 Risk and Safety Management Plan (RSMP)**  
**Technical Standards and Safety Act**  
**Propane Storage and Handling Regulation**

**SECTION A: GENERAL INFORMATION (cont'd)**  
Activity Information

<b>Name of Propane Supplier(s)</b>			
Superior Propane - Ontario Regional Operations Centre			
<b>Street No.</b>	<b>Street Name / 911 Number / Address, if applicable</b>		
251	Woodlawn Road West, Unit 217		
<b>Town / City or Township / Country</b>		<b>Province</b>	<b>Postal Code</b>
Guelph		Ontario	N1H 8J1
<b>Telephone No.</b>	<b>Fax No.</b>	<b>Contact Name</b>	
1-877-873-7467	519-836-7766	Mike Mullins	
<b>E-mail</b>			
mullinsm@superiorpropane.com			

<b>Name of Propane Transporter.</b> If same as above, please check box. <input type="checkbox"/>			
Superior Propane - Belleville			
<b>Street No.</b>	<b>Street Name / 911 Number / Address, if applicable</b>		
666A	Dundas Street West		
<b>Town / City or Township / Country</b>		<b>Province</b>	<b>Postal Code</b>
Belleville		Ontario	K8N 4Z2
<b>Telephone No.</b>	<b>Fax No.</b>	<b>Contact Name</b>	
613-920-1339	N/A	Jeff Easton	
<b>E-mail</b>			
eastonj@superiorpropane.com			

<b>Off-site Cylinder and/or Mobile Storage</b>	<b>Capacity stored off-site, in USWG</b>	<b>For Office Use - Party No.</b>
None		
<b>Street No.</b>	<b>Street Name / 911 Number / Address, if applicable</b>	
<b>Town / City or Township / Country</b>	<b>Province</b>	<b>Postal Code</b>
<b>Telephone No.</b>	<b>Fax No.</b>	<b>Contact Name</b>

Note: Customer storage is not considered off-site storage.

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<b>Name of person completing this form (please print)</b>	<b>Official Title</b>	
Kelly Flegel	Warehouse Manager	
<b>Signature</b>	<b>Telephone No.</b>	<b>Date (dd-mm-yyyy)</b>
	(613) 549-2527	18-02-2012



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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN**

The licence holder will complete Section B in consultation with the local Fire Services.

Description of the maximum volume, types and storage location of other hazardous materials on site, if any.

None 3 cages for Portable propane storage 396.40

Description of fire and emergency equipment indicated on facility site map.

1. Fire Extinguisher - Type ABC - a) located outside by propane filling station b) at service bay #4 (nearest propane station) and c) at service bay #1 (batteries)
2. Emergency stop push button - mounted on wall across from propane filling station.

List of fire protection controls (e.g., fire detection systems, fire notification systems, alarm systems, automatic shut off devices, fusible links, etc.) and describe their function, use and operation.

1. Fusible link on ISC valve - isolation valve between the tank and the downstream propane dispensing equipment.
2. Emergency stop push button - mounted on wall across from propane station. This shuts down the pump and closes a solenoid valve upstream of hoses.
3. Power supply breaker inside the building. This cuts all power to the propane system - shuts down pump; closes solenoid valve.

Maintenance and testing schedule for fire protection controls and devices.

Maintenance and testing is undertaken by Superior Propane according to Superior Propane's Maintenance Standard. Schedule for key equipment is:

1. Pumps (Pump every 3 months; Pump Motor: check belts monthly; grease motor every 6 months);
2. ISC Valves (test for closure every 6 months)
3. Fusible links - inspected every 6 months;
4. Storage tank Relief Valves - inspect every 2 years; replacement schedule as per provincial regulations.
5. Fire extinguishers maintained by Costco in accordance with Ontario fire regulations. Maintenance records are kept for 5 years.

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Name of person completing this form (please print) Kelly Fogel		Official Title Warehouse Manager	
Signature 		Telephone No. (613) 549-2527	Date (dd-mm-yyyy) 18-02-2012



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**Level 1 Risk and Safety Management Plan (RSMP)**  
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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

1. Contacts for Emergency Response

<b>1. Facility Contact Personnel - Key Contact</b>		<b>5. Facility 24-Hour Contact Person</b>	
Name Gerry Glimour		Name Kirk Mair	
Official Title Tire Centre Manager		Official Title Assistant Warehouse Manager	
Telephone No. 613-549-2527	Fax No. N/A	Cell No. 613-449-4490	Fax No. N/A
E-mail w533tsm@costco.com		E-mail w533mgr2@costco.com	
Role and responsibilities in emergency Coordinate site response		Role and responsibilities in emergency Coordinate site response	
<b>2. Facility Contact Personnel - Alternate Contact</b>		<b>6. Name of Facility Manager</b>	
Name Anita Bratt		Name Kelly Flegal	
Official Title Assistant Warehouse Manager		Official Title Warehouse Manager	
Telephone No. 613-549-2527	Fax No. N/A	Telephone No. 613-549-2527	Fax No. N/A
E-mail w533mgr3@costco.com		E-mail w533mgr@costco.com	
Role and responsibilities in emergency Coordinate site response if agent unavailable.		Role and responsibilities in emergency Coordinate site response	
<b>3. Local Fire Services - Key Contact</b>		<b>7. Propane Supplier Key Contact Person</b>	
Name Harold Tulk	For Office Use - Party No.	Name Superior Propane Hotline	For Office Use - Party No.
Official Title Fire Chief		Official Title	
Telephone No. 613-548-4001 x 5204	Fax No. 613-384-5233	Telephone No. 1-877-873-7467	Fax No.
E-mail htulk@cityofkingston.ca		E-mail	
Role and responsibilities in emergency Coordinate/advise on Fire Service response. Liaise with police.		Role and responsibilities in emergency Identify and dispatch Superior Propane and or LPERGC emergency response personnel as required.	
<b>4. Local Fire Services - Alternate Contact</b>		<b>8. Municipal Contact</b>	
Name Robert Kidd	For Office Use - Party No.	Name John Bolognone	
Official Title Assistant Chief		Official Title City Clerk	
Telephone No. 613-548-4001 x 5107	Fax No. 613-389-1226	Telephone No. 613-546-4291 x 1262	Fax No. 613-546-5232
E-mail gbullock@cityofkingston.ca		E-mail jbolognone@cityofkingston.ca	
Role and responsibilities in emergency Alternate - Coordinate/advise on Fire Service Response. Liaise with police.		Municipality City of Kingston	

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Name of person completing this form (please print) Kelly Flegal	Official Title Warehouse Manager
Signature <i>Kalmeij Superior Propane</i>	Telephone No. 613-549-2527
Date (dd-mm-yyyy) Revised March 7 2012	



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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

**2. Additional Safety Measures**

Describe any other measures in place at the facility that exceed the minimum Code and Standards requirements.

Emergency Shut Off push button to shut down pump and close solenoid valve upstream of dispensing hoses.  
Fire Suppression System - (fire sprinkler system) inside Costco building.

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Signature 	Telephone No. 613-549-2527	Date (dd-mm-yyyy) 18-02-2012



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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

3. Record of Emergency Training Provided - For most recent 12-month period.

**Training on Emergency Response Plan and Procedures provided to facility key contacts**

Training Date (dd-mm-yyyy) 2048 Mar 1 / 2012	Print Name of Training Provider: Costco- Standard Costco Safety Training
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

**Training on the facility's Emergency Management Procedures provided to staff**

Training Date (dd-mm-yyyy) 2048 Feb 2, 2012	Print Name of Training Provider: Costco- Standard Costco Safety Training
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

**On-site specific training provided to certificate holders / persons with Records of Training**

Training Date (dd-mm-yyyy) As Required	Print Name of Training Provider: FSN Training or Other	Please Note - a ROT is valid for 3 years
	Print Name of Instructor: to be arranged as required	
Training Date (dd-mm-yyyy)	Print Name of Training Provider:	
	Print Name of Instructor:	
Training Date (dd-mm-yyyy)	Print Name of Training Provider:	
	Print Name of Instructor:	

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Signature 	Telephone No. 613-548-2527
	Date (dd-mm-yyyy) 18-02-2012





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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

**4. Emergency Training Plan for Coming Year**

**Training on Emergency Response Plan and Procedures provided to facility key contacts.**

Target Date (dd-mm-yyyy) 00-09-2011	Print Name of Training Provider: Costco- Standard Costco Safety Training	
	Print Name of Instructor:	
Target Date (dd-mm-yyyy) 1Q 2012	Print Name of Training Provider: Superior Propane or Other	Please Note - the course content is
	Print Name of Instructor: TBA	being developed and should be available for
Target Date (dd-mm-yyyy)	Print Name of Training Provider:	teaching in the fourth quarter of this year
	Print Name of Instructor:	

**Training on the facility's Emergency Management Procedures provided to staff.**

Target Date (dd-mm-yyyy) 1Q 2012	Print Name of Training Provider: Key Site Contact to train Staff	
	Print Name of Instructor: to be arranged	
Target Date (dd-mm-yyyy)	Print Name of Training Provider:	
	Print Name of Instructor:	
Target Date (dd-mm-yyyy)	Print Name of Training Provider:	
	Print Name of Instructor:	

**On-site specific training provided to certificate holders / persons with Records of Training.**

Target Date (dd-mm-yyyy) 00-04-2011	Print Name of Training Provider: FSN Training	Please Note - a ROT is valid for 3 years
	Print Name of Instructor: Leo Alkenbrack	
Target Date (dd-mm-yyyy) 00-05-2011	Print Name of Training Provider: FSN Training	
	Print Name of Instructor: Leo Alkenbrack	
Target Date (dd-mm-yyyy) 00-09-2011	Print Name of Training Provider: FSN Training	
	Print Name of Instructor: Leo Alkenbrack	

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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

The licence holder will complete Section B in consultation with the local Fire Services.

**5. Emergency Response Communications Plan**

**Warnings and Actions**

Describe who gives warnings to whom, and how and when the warning will be given (including public notification as appropriate).  
The owner/operator or alternate (both ROT staff) will contact emergency services by calling 911 and will provide warnings as outlined in the attached Propane Emergency Response Procedures (to be posted at site and be part of employee training). If it is safe to do so, this could involve verbally advising neighbors to evacuate. The owner/operator may also contact Superior Propane via the emergency number identified in the ERP.

Describe what action is to be taken and by whom when a warning is issued (including details of a meeting place in a safe identified area and activating the evacuation plan, if necessary).  
The owner/operator or alternate should first follow the actions in the ERP's provided herein. Staged evacuation, if the release of propane cannot be stopped by cutting electrical power may be required. The muster location will be on the sidewalk, by the stop sign, at the entrance to the location from Centennial Dr. and away from a dispersing propane cloud. Subsequent evacuation instructions potentially up to the Hazard Distance to be provided by municipal emergency responders. Residences and businesses beyond the site boundary to be notified by municipal emergency responders.

**Communication with Emergency Response Authorities**

Describe when and how the licence holder will give early warning to emergency response authorities (including a process to ensure that a call is placed to 911).  
When the system is operational, site staff will be on duty and be in the propane tank area. The Key Contact or alternate will be implementing ER actions and notifications, including notifying emergency responders. Calling 911 will occur immediately after any attempts to shut down the system.  
When the system is not in operation, the ISC valve (main isolation valve) is closed, and the propane system is unattended, but is shutdown. Any accidents involving the propane tank during such times will require the intervention of random, nearby individuals.

Describe provisions for fire department entry when there are no operations or staffing at the propane site.  
The propane tank system is located in a wide open area that is easily accessible from Centennial Drive.  
These fire access routes are identified in the attached site plan.

Describe how the licence holder will ensure continual flow of updated information to authorities.  
The critical information required from the license holder is information on how to shut the system down and the fill level in the tank (if known). This will be provided by Gerry Glimour, verbally if on-site, or by cell phone during off-hours.  
Fill level is relevant from a time-to-BLEVE perspective (a near empty tank will BLEVE sooner than a full tank if there is fire impingement on the tank).

How long will it take the facility liaison person to respond to the site.  
It would take the key contact, Gerry Glimour, approximately 1/2 hour to arrive on-site, after having received the emergency call.

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Signature 	Telephone No. 613-549-2527	Date (dd-mm-yyyy) 18-02-2012



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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

The licence holder will complete Section B in consultation with the local Fire Services.

**6. Building and Site Security and Procedures**

	Yes	No
1. Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is there adequate night lighting at the site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Are there procedures that capture and record the daily inspection of hoses and inspection requirements for filling systems and mechanical devices used in the transfer of propane?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Are weighing systems validated for accuracy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Is the schedule of maintenance and testing activities retained on site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**7. Water Supply**

The propane licence holder should work with the local fire department to determine water supply capabilities that are available based on the propane facility's location.

	Yes	No
1. Is a pressurized water system available at the propane facility site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Can the municipal fire department pump 375 GPM (1420 LPM) of water at this location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. What is the unobstructed distance to the closest water supply that could be used for firefighting activities? (distance in metres only)		<u>30 m</u>
4. What is the unobstructed distance to the closest approved water supply with year round access if there are no hydrants? ( distance in metres only)		<u>N/A</u>

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Signature 	Telephone No. 613-549-2527	Date (dd-mm-yyyy) 18-02-2012



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**SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)**

The licence holder will complete Section B in consultation with the local Fire Services.

**8. Licence holder and local Fire Services Review**

**To be completed by the Local Fire Services**

Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan?

Yes  No

If not, please explain (e.g., no fire services).

Fire services comments, if any:

(1) Key contacts revised on p. 5 - Corrected KA  
 (2) In correct city reference on p. 14 - Corrected KA  
 (3) On site fire hydrants missing on site plan - Corrected KA  
 March 5 2012

**To be completed by the Licence Holder**

In response to the above comments, the following action(s) is required:

The licence holder will respond to the Local Fire Services comments by: \_\_\_\_\_

(dd-mm-yyyy)

**LOCAL FIRE SERVICES**

The undersigned has reviewed Section B of the Risk and Safety Management Plan Fire Services.

Print name <i>Kingston Fire Rescue</i>	Signature <i>[Signature]</i>	Date (dd-mm-yyyy) <i>24-02-2012</i>
Local Fire Services Name		

**Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.**

Name of person completing this form (please print) Kelly Flegal	Official Title Warehouse Manager
Signature <i>[Signature]</i> Superior Propane	Telephone No. 613-549-2527
	Date (dd-mm-yyyy) March 7 2012



SITE BOUNDARY

2000 USNG PROPANE TANK

COSTCO - KINGSTON  
1015 CENTENNIAL DRIVE, KINGSTON, ON, K7P 5B7

E-STOP (ON WALL ACCESS  
FROM FILLING STATION)

CYLINDER CAGES

PROPOSED GAS BAR  
TO BE BUILT IN  
2012.

**COSTCO**  
WHOLESALE

GAS BAR AREA

MUNICIPAL FIRE  
HYDRANT

ACCESS / EGRESS

MUNICIPAL FIRE  
HYDRANT

FIRE EXTINGUISHERS

SCALE  
1:1134

ACCESS / EGRESS

RSMP SITE PLAN  
SCALE 1:1000



COSTCO  
WHOLESALE  
CORPORATION  
1015 CENTENNIAL DRIVE  
KINGSTON, ON  
K7P 5B7  
TEL: 613-331-8800  
F: 613-331-8807

No.	DATE	Description	By	Check'd
0	16 DEC 11	ISSUED FOR CLIENT REVIEW		

**J & B ENGINEERING INC.**  
**REVISIONS**  
 4400 SHEPPARD AVENUE EAST  
 SUITE 101  
 SCARBOROUGH, ONTARIO M1S 1T7  
 TEL: 416-291-1111  
 FAX: 416-291-1112  
 WWW.JANDBENGINEERING.COM

**COSTCO**  
 WHOLESALE  
 PROJECT: COSTCO WHOLESALE  
 RSMP PLAN - 2000 USNG PROPANE  
 TANK C/W CYLINDER SCALES  
 CENTENNIAL DRIVE  
 KINGSTON, ON  
 2000 USNG  
 11/13/11  
 14 DEC 11  
 SCALE 1:1134  
 DRAWING NO. P-250-1  
 SHEET NO. D



Technical Standards and Safety Authority  
www.tssa.org

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3300 Bloor Street West  
Toronto Ontario M8X 2X4  
Fax: 416.231.4903  
Customer Service: 1.877.682.8772

**Level 1 Risk and Safety Management Plan (RSMP)**  
**Technical Standards and Safety Act**  
**Propane Storage and Handling Regulation**

**SECTION C: SUBMISSIONS**

Applicant must include a Facility Site Plan and Map of Surrounding Area

**Facility Site Plan.**

The licence holder will submit a copy of the original facility site plan updated with the following information:

1. The storage location of fixed, portable, and mobile vessels.
2. The maximum volume, types and storage location of hazardous materials.
3. Location of permanent structures on site.
4. Access and egress points and location of barriers.
5. Location of fire and emergency equipment (e.g., sprinkler systems, extinguishers, suppression systems) on site and location of fire hydrant or water supply where available.
6. Location of emergency shut off/shut down switches/valves.

**Map of Surrounding Area.**

The licence holder will submit a scaled aerial map of the surrounding area showing the following information:

7. The capacity and placement of the single largest propane storage vessel, including its setback from the front, rear and side property lines.
8. GPS co-ordinates of the single largest vessel.
9. Visual indication of the single largest fixed vessel and a circle made using the distance in Table 1 as the radius from the single largest fixed vessel.
10. Clear indication of the municipality or municipalities present within the circle.
11. Visual indication of property line information.
12. The location and name of roads within or abutting the site.
13. Key note to the drawing indicating the facility's municipal address, municipal lot number(s) and concession lines as applicable, and the date the map was prepared.
14. Address and contact information for each municipality (municipal clerk or secretary-treasurers of planning board). (Refer to page 5.)
15. Complete "Required Mapping Information from Updated Site Plan" in table below .

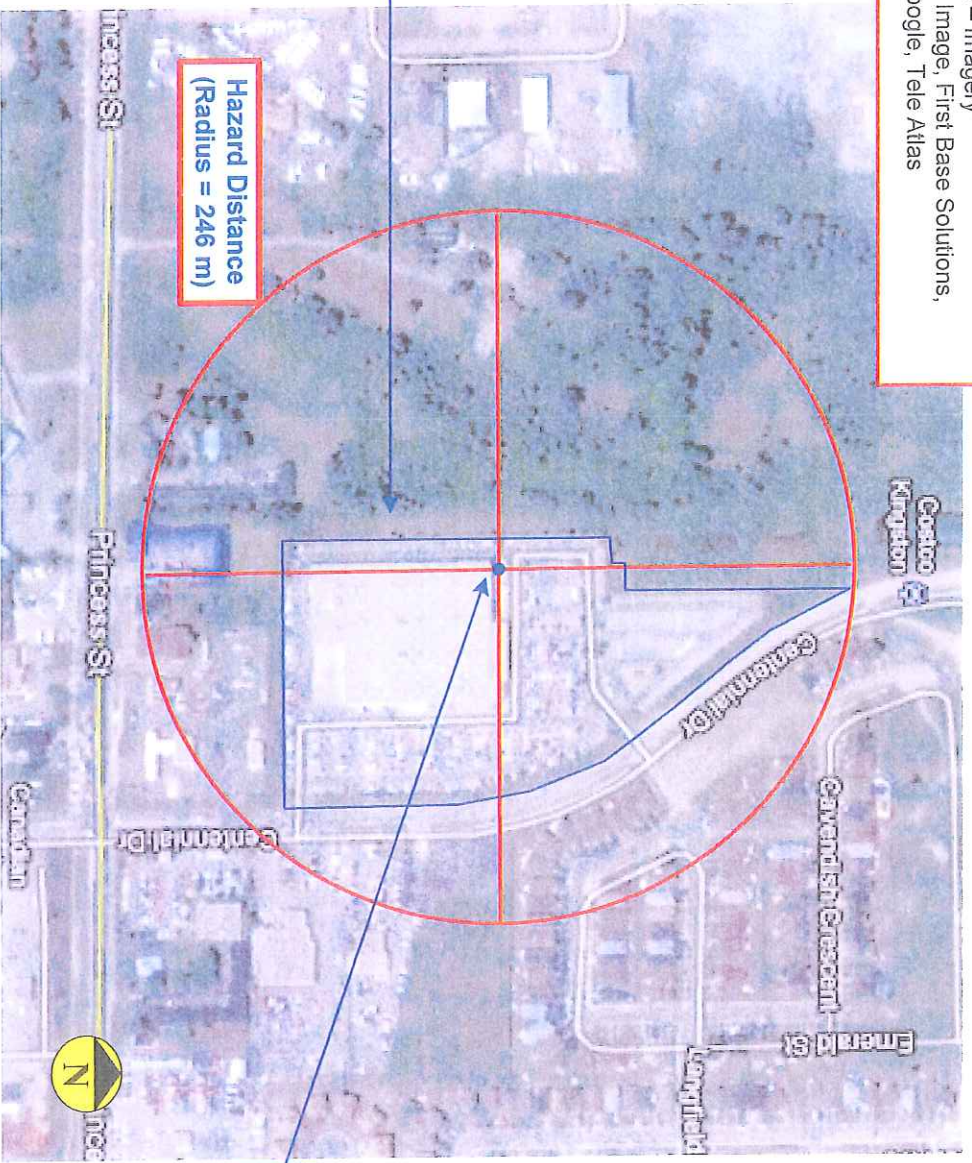
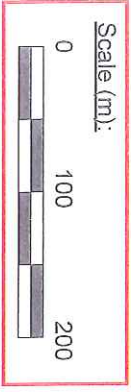
**Required Mapping Information from Updated Site Plan**

Date Map Prepared (dd-mm-yyyy) 20-12-2011	Capacity of single largest propane storage vessel (USWG) 2000 USWG
Tank setback coordinates. Indicate placement on the map.	
Front: 152 m	Right side property line: 246 m
Rear: 41 m	Left side property line: 152 m
GPS coordinates of single largest vessel: Lat. 44.2608 Long. -76.5611	

**Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.**

Name of person completing this form (please print) Kelly Flegel	Official Title Warehouse Manager	
Signature 	Telephone No. 613-549-2527	Date (dd-mm-yyyy) 18-02-2012

©2011 Google – Imagery  
 ©2011 Digital Globe, Cnes/Spot Image, First Base Solutions,  
 Map data ©2011 Google, Tele Atlas



Setback Distances  
 to Site Boundary

North: 246 m	West: 41 m
South: 154 m	East: 152 m

Capacity of Propane Storage Tank = 2000 USWG

GPS Co-ordinates of Propane Storage Tank  
 GPS Co-ordinates = 44.26068, -76.56115

Circular Distance to 1 psi overpressure  
 Denoted by circle centred on tank; radial distance = 246 m

Municipality (yes) within the 1 psi overpressure circle:  
 City of Kingston

Municipal Contact  
 John Bolognone  
 City Clerk, City of Kingston  
 216 Ontario Street  
 Kingston, ON, K7L 2Z3  
 Tel: 613 5464291 Ext.: 1247 Fax: 613 546-5232  
 email: jbolognone@cityofkingston.ca

**Map of Surrounding Area**

**Costco – Kingston**  
 1015 Centennial Drive, Kingston, ON, K7P 3B7

CON 3 PR LOT 11 12 RP 13R/3075 PART 1

Drawn by: L. Oliverio Date: December 20, 2011



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**Level 1 Risk and Safety Management Plan (RSMP)**  
*Technical Standards and Safety Act*  
Propane Storage and Handling Regulation

**SECTION C: SUBMISSIONS (cont'd)**

Applicant must include a Facility Site Plan and Map of Surrounding Area

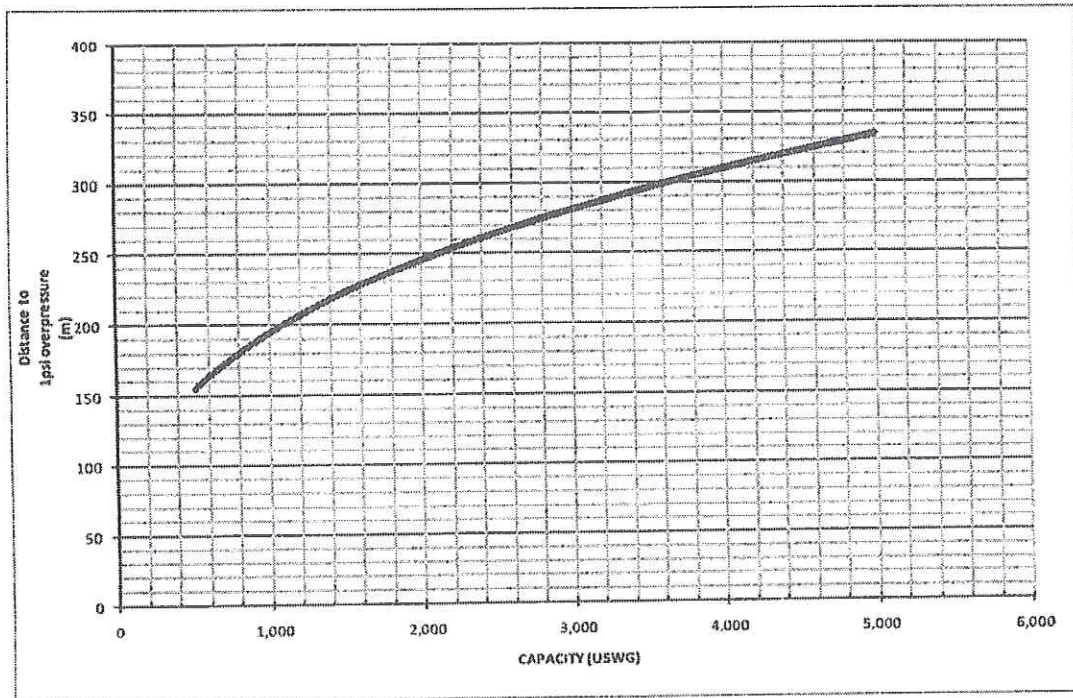
Table 1: Distance Table

Water Capacity (litres)	Nominal Water Capacity (USWG)	Distance to 1 psi overpressure (m)
1,890	500	155
3,780	1,000	195
4,920	1,300	213
6,620	1,750	235
7,130	1,885	241
7,560	2,000	246
18,900	5,000	333

**Formula:**  $D = 16.94 \times (1.524 \times C)^{1/3}$   
 D = Distance to overpressure of 1 psi (meters)  
 C = Tank Total Capacity in USWG

**Parameters:** Density of Propane is 0.5033 kg per litre @ 15 C  
 Assume all vessels are 80% full  
 1 gallon [US, liquid] = 0.003785411784 cubic meter  
 1 cubic metre = 264.17 USWG

Hazard Distance Chart (EPA-TNT model)



**Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.**

Name of person completing this form (please print) Nothing completed on this page.	Official Title	
Signature	Telephone No.	Date (dd-mm-yyyy)





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**Level 1 Risk and Safety Management Plan (RSMP)**  
*Technical Standards and Safety Act*  
Propane Storage and Handling Regulation

**SECTION C: SUBMISSIONS (cont'd)**

Applicant must include a Facility Site Plan and Map of Surrounding Area

As an accompaniment to the Map of Surrounding Area, provide the following information about buildings and features present within the circle in Table 2.

**Table 2: Buildings and Features**

Buildings and Features Present within the Circle on the Map of the Surrounding Area AND Name and Address of Closest Building or Feature	* Number of Buildings and Features (mark with an "X")				Distance from Tank to Closest Building or Feature
	0	1	2-10	11+	
Industrial buildings or parks or golf courses Name: Green space behind the facility and a playground across the street Address: _____ City: _____ Province _____ Postal Code _____		X			90 m
Residential building units specifically permanent single family dwellings, condominiums, and apartments. [Redacted]				X	100 m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: Various Retail and restaurants 10-250 metres (Subway, A & W, Taylor Auto Mall, Petro Canada) Address: Centennial Drive and Princess Street City: Kingston Province ON Postal Code _____			X		150+ m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: Kozy Inn and Green Acres Inn Address: Princess Street City: Kingston Province ON Postal Code _____			X		210 m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: None in Hazard Distance Address: _____ City: _____ Province _____ Postal Code _____	X				0 m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: None in Hazard Distance Address: _____ City: _____ Province _____ Postal Code _____	X				0 m

\* For multi-unit buildings, count each unit as "1".

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Name of person completing this form (please print) Kelly Flegal	Official Title Warehouse Manager	Date (dd-mm-yyyy) Revised
Signature <i>Kalmey Superior Propane</i>	Telephone No. 613-549-2527	

March 7 2012



Technical Standards and Safety Authority  
www.tssa.org

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3300 Bloor Street West  
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Level 1 Risk and Safety Management Plan (RSMP)  
Technical Standards and Safety Act  
Propane Storage and Handling Regulation

Lic # 0076510593-C

**SECTION C: SUBMISSIONS (cont'd)**  
Applicant must include a Facility Site Plan and Map of Surrounding Area.

Portable Storage Additional Information Sheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9		
# 100	29.5	4	118
# 40	11.75		
# 33.3	9.62		
# 30	8.8		
# 20	5.8	48	278.40
# 10	2.9		
# 5	1.5		
Total Cylinder Capacity 0 USWG			396.40

Tanks Stored On-site Not Connected for Use

Tank Size in USWG	Quantity	Total Volume in USWG
<del>2000 USWG</del>	1	<del>2000 USWG</del>
Total Tank Capacity 2000 USWG		

Total Cylinder Capacity	0 396.40
Total Tank Capacity	<del>2000 USWG</del> 2000
Total Portable Capacity	0 396.40

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Name of person completing this form (please print) Kelly Flegal	Official Title Warehouse Manager
Signature 	Telephone No. 613-549-2527
	Date (dd-mm-yyyy) 18-02-2012

COSTCO  
WHOLESALE  
CORPORATION  
1015 CENTENNIAL DRIVE  
KINGSTON, ONTARIO  
K7P 3B7

KEY PLAN  
M/S



COSTCO - KINGSTON  
1015 CENTENNIAL DRIVE, KINGSTON, ON, K7P 3B7

2000 USING PROPANE TANK

E-STOP (ON WALL ACROSS  
FROM FILLING STATION)

PROPOSED GAS BAR  
TO BE BUILT IN  
2012.

CYLINDER GAGES

STORM POND

154 m

**COSTCO  
WHOLESALE**

152 m

47 m

GAS BAR AREA

TURNING RADIUS

MUNICIPAL FIRE  
HYDRANT

ACCESS / EGRESS

SCALE  
1:1134

MUNICIPAL FIRE  
HYDRANT

ACCESS / EGRESS

⊗ FIRE EXTINGUISHERS

⊕ RSPM SITE PLAN  
SCALE 1:500

REVISIONS		DATE	BY	CHKD
1	AS BUILT	11/11/12	J.B.	J.B.

**J & B ENGINEERING INC.**  
 1015 CENTENNIAL DRIVE  
 KINGSTON, ONTARIO  
 K7P 3B7  
 TEL: 613-339-1111  
 FAX: 613-339-1112  
 WWW: WWW.JANDBENGINEERING.COM

**COSTCO WHOLESALE**  
 PROJECT: COSTCO WHOLESALE  
 RSPM PLAN - 2000 USING PROPANE  
 TANK C/M CYLINDER SCALES  
 CENTENNIAL DRIVE  
 KINGSTON, ON  
 2000 USG  
 DRAWN BY: J.B.  
 DATE: 11/11/12  
 SCALE: 1:1134  
 SHEET 1 OF 1  
 SHEET NO. D