

**UNDERGROUND AND ABOVE GROUND STORAGE TANKS
REQUIREMENT CHECKLIST**

- ___1. Apply for permit 14 days prior to the proposed work commencement date. *The permit will not be issued without the 14-day review/processing period.*

- ___2. Submit plans for the event to include: site/plot plan drawings, to scale, where proposed work is to take place. Show the proximity of tanks, pumps and piping to property lines, buildings on or near the property, and to adjacent roadways. Include manufacturer's product information for tanks and equipment to be used on the job. *The permit will not be processed without this information.*

- ___3. Submit photocopies of the appropriate North Carolina Department of Environmental Management/Ground Water Section Notice with the permit application (GW/UST-3, GW/UST-6, and/or GW/UST-8). *The permit will not be processed without this information.*

- ___4. All work shall be conducted in accordance with local ordinances, NCS Administrative Codes, General Statutes, Federal Regulations, Federal Laws, OSHA Standards, NFPA Standards, API Standards and all other nationally recognized standard practices.

- ___5. Contact the Fire Department at least 48 hours prior to commencing work to be placed on the work schedule.

- ___6. The Code Official shall witness all repairs, removals, installations, tests, etc.

- ___7. Provide soil sample locations and test results after completion of work to the Fire Department.

- ___8. Provide tank/piping disposition after completion of work to the Fire Department.

- ___9. Return "checklist" and all required information to the Fire Department.

FAILURE TO COMPLY WITH ALL REQUIREMENTS MAY RESULT IN THE REVOCATION OF THE PERMIT(S), SUBJECT THOSE RESPONSIBLE TO CIVIL CITATIONS AS PROVIDED BY LOCAL ORDINANCE, AND/OR LIABLE FOR ALL OTHER PENALTIES AS PROVIDED BY LAW.

We appreciate your cooperation in the interest of fire and life safety. If you have questions or problems, please do not hesitate to contact the Fire Department at (910) 433-1728 or 433-1730.