



NEW HANOVER COUNTY FIRE SERVICES

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Serving and Protecting Wilmington since 1897

CITY OF WILMINGTON FIRE AND LIFE SAFETY

230 Government Center Dr Suite 150
Wilmington, NC 28403
(910) 343-0696, Fax (910) 341-0097
e-mail: fls@wilmingtonnc.gov

Is your project located in the unincorporated area of New Hanover County ___ or in the Wilmington City limits ___?

**COMMERCIAL UNDERGROUND STORAGE TANK INSTALLATION
PERMIT APPLICATION & INSPECTION CHECKLIST**

CONTRACTOR REQUESTING PERMIT

NAME: _____ OFFICE PHONE _____
ADDRESS: _____ FAX _____
CONTACT PERSON: _____ CELL _____ E-MAIL _____
LICENSE # _____

TANK INFORMATION

LOCATION OF TANK(S) TO BE INSTALLED _____
NAME OF BUSINESS/FACILITY _____
OWNER NAME: _____ PHONE _____
ADDRESS: _____ FAX _____
CONTACT PERSON: _____ CELL _____ E-MAIL _____

PERMIT INFORMATION

UST Info	Tank #1	Tank #2	Tank #3	Tank #4	Tank #5
Tank Capacity					
Substance Stored					
Is Tank Regulated?					
Tank Constructed of					
Piping Constructed of					

The undersigned hereby makes application for a permit and the inspection of all work described above and hereby agrees to comply with all building regulations and other laws applicable to the use and type of work being performed.

Signature _____ Date _____

If applying for a City permit, you will be invoiced for any charges.
If applying for a County permit, please fill out the following.

Method of Payment: CASH CHECK CREDIT CARD CHARGE ACCOUNT # _____

FOR OFFICE USE BELOW THIS LINE

Approved by:	Date:	Fee:	Permit #
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VI. UST INSTALLATION INFORMATION – Respond: Y -yes, N -no or ? -did not observe	1	2	3	4	5
1. Have plans been submitted & approved?					
2. Distance to wall, basement or pit not less than 1 foot?					
3. Distance to nearest property line not less than 3 feet?					
4. Tanks surrounded with 6” of non-corrosive inert material?					
5. Vehicle Traffic - 3’ of earth cover or 18” of tamped earth and 6” of concrete or 8” of asphaltic concrete?					
6. Non-Vehicle Traffic - 2’ of earth or 1’ earth and 4” of reinforced concrete?					
7. Tanks are at least 1’ apart or 2’ if fiberglass?					
8. Are tanks secured to prevent movement?					
9. Tank hydrostatically tested not < 3 psi or > 5 psi for 1 hour.					
VII. VENTING REQUIREMENTS					
1. Class I - Not less than 12’ above adjacent ground level.					
2. Class II or IIIA - Shall terminate outside of bldg and above the fill pipe opening.					
3. Vents protected against blockage from weather, dirt, etc.					
4. Not less than 5’ from building opening					
5. Vapors will not accumulate, enter a bldg, or travel to an unsafe location.					
VIII. OTHER OPENINGS					
1. All openings liquid tight?					
2. Fill and discharge enter only from the top?					
3. Class I - Tank > 1000 gallons has a tight fill device for fill hose?					
4. Fill pipes entering top of tank terminate within 6” of the bottom of the tank?					
IX. PIPING					
1. Tested to 150% of maximum anticipated pressure or 75 psi for 30 minutes					
2. Correct separation between pipes within the same trench					
3. Vehicle Traffic - trench depth - 6” of well-compacted backfill					
4. Vehicle traffic- trench depth - covered with 18 “ of well-compacted backfill material and pavement					
4. ¼” per foot slope on all piping back to the tank.					
5. Is all piping installed according to recognized standards?					
X. OVERFILL PROTECTION					
1. Is the driver alerted when the tank is 90% full by restricting the flow of the liquid into the tank or triggering a high level alarm?					
2. Is the flow of liquid automatically shut-off at the 95% level?					
3. Is there an overspill prevention holding reservoir.					
XI. OTHER					
1. Are the unloading risers color coded or marked to identify the type of product?					

INSPECTION COMMENTS
