



UNDERGROUND STORAGE TANK APPLICATION REQUIREMENTS

Approved permits are valid for **210 days**. When the permit expires, new permit fees are required. The district inspector must be notified of any delays or changes to the permit application. **Note: Contractors and subcontractors are required to submit copies of contractor's license, Internal Code Council certifications, workers' compensation, and hazardous materials certification.**

1. INSTALLATION: NEW TANKS AND PIPING, RE-PIPING AND CATHODIC

Fees: smchealth.org/ehfees Program Element Code **2397**

Required documents:

- UST – Facility Page.
- UST – Tank Page(s). One tank page for each tank being installed.
- UST Form C.
- [Application for Permit to Construct/Replace/Modify Underground Storage Tank System](#).
- Four sets of prints and plan check referral sheet. **Note:** Repiping requires “Underground Storage Tank System Closure Permit Application” packet for the old pipe. No additional removal fee required.

2. REMOVAL: REMOVAL OF TANKS AND PIPING, OR PIPING ONLY (WITHOUT INSTALLATION)

Agriculture of home heating oil tanks <1,100 gallons

Fees: smchealth.org/ehfees Program Element Code **2390, 2393, 2394**

Required documents:

- UST – Facility Page.
- UST – Tank Page(s). One tank page for each tank being removed.
- Application for [Underground Storage Tank System Closure Permit](#).

3. INSTALLATION: UNDER DISPENSER CONTAINMENT REPLACEMENT/ MONITORING SYSTEM UPGRADE/ MINOR PIPING REPAIRS/TANK RELINING

Fees: smchealth.org/ehfees Program Element Code **2391**

Required documents:

- UST – Facility Page.
- UST – Tank Page.
- UST – Form C.
- [Application for Permit to Construct/Replace/Modify Underground Storage Tank System](#).
- For UDC replacement, shop drawings are adequate.
Note: Compliance soil samples may be required.

4. MONITORING SYSTEM MODIFICATIONS/MONITORING PANEL CONVERSIONS

Fees: smchealth.org/ehfees Program Element Code **2398**

Required documents:

- [Application for Permit to Construct/Replace/Modify Underground Storage Tank System](#).
- Submit cutsheets and one copy of site map or construction prints.



5. MINOR REPAIRS: INCLUDES SPILL-BUCKET REPLACEMENT, SUMP REPAIRS, MISC. REPAIRS

Fees: smchealth.org/ehfees Program Element Code **2398**

Required documents:

- [Application for Permit to Construct/Replace/Modify Underground Storage Tank System.](#)
- Submit cutsheets and one copy of site map and construction prints.

6. TESTS/TEMPORARY CLOSURE/CLOSURE-IN-PLACE

Fees: smchealth.org/ehfees Program Element Code **2398**

Required documents:

- Ten year and five year tank interior assessments and tests: Work plan, site safety plan, and copy of specialized testing license.
- Temporary Closure: Application to temporarily close. Slant boring required after one year.
- Closure-in-place: Application to close-in-place and engineers report with site specific explanation.

For additional guidance, contact the CUPA Inspector for your jurisdiction. Click on the link for a complete list of inspectors: smchealth.org/cupainspectors.