



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
www.countyofnapa.org

David Morrison
Director

REQUIREMENTS FOR INSTALLING UNDERGROUND STORAGE TANK(S)

I. A Complete Application Package must be approved by this office before a Permit to Install Underground Storage Tanks will be issued. The application package includes all the following:

- UST Operating Permit Application Submitted to CERS
- Tank(s) Information Submitted to CERS
- Certification of Financial Responsibility Submitted to CERS
- Permit application and inspection fees
- Site-specific Site Safety Plan
- Cut sheets of all components of the tank system, including tank, piping, fittings, and monitoring system. All equipment must be approved by an independent testing organization.
- One complete set of site drawings. They must show the entire UST system (tanks, piping, vents, islands, dispensers, buoyancy control, monitoring and alarm systems) including burial depth and distance to existing structures. The monitoring and leak detection system must be of a design approved by the State Water Resources Control Board.

II. Post Installation Tank Testing: Prior to completion of the permit the underground storage tank must pass an integrity test meeting the requirements of Health and Safety Code Ch. 6.7, Section 25290.1(j).

III. Plan Review Process: The plan review by this department will be for compliance with the requirements of CCR, Title 23, Subchapter 16, Health and Safety Code, Chapter 6.7 and County Policy only. You are responsible for obtaining any other permits that may be required for installation, including local building and fire permits. Copies of appropriate agency approvals must be submitted with the permit application.

IV. Application Rejection: Failure to provide completed forms, insufficient information or illegibility may result in this application being returned or denied.

V. Permit to Work: Work shall not proceed without a signed permit to install in hand. The Permit to Install Underground Storage Tank(s) will be issued once a complete application package has been received and approved. The Permit to Install must be on the work site at all times and available upon request.

VI. Permit Fee: The Underground Storage Tank Installation Permit fee (consisting of a plan check fee and construction inspection fee) ***must*** accompany this application. Checks and money orders are to be made payable to the County of Napa.



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
www.countyofnapa.org

David Morrison
Director

APPLICATION TO INSTALL UNDERGROUND STORAGE TANK(S)

1) Facility Information:

Name of Facility:		Type of Business:	
Street Address:		City:	ZIP Code:
Contact Person:		Title:	Telephone:
Owner Name (Corporation, Agency, or Individual):			Telephone:
Mailing Address:		City:	ZIP Code:
Assessor's Parcel Number:			

2) Contractor Information:

Company Name:		Contact Person:	Telephone and Fax:
Street Address:		City:	ZIP Code:
Contractor License No.:	Type of License: <input type="checkbox"/> A <input type="checkbox"/> C-61 <input type="checkbox"/> D-40 <input type="checkbox"/> C-36	Name & ICC Certification#	Worker's Comp. #:

3) Tanks:

Tank ID	Volume (gallons)	Product Stored	Manufacturer	Other

- 4) **A Complete Application Package** must be approved by this office before a Permit to Install Underground Storage Tanks will be issued. The application package includes all the following:
- UST Operating Permit Application Submitted to CERS
 - Tank(s) Information Submitted to CERS
 - Certification of Financial Responsibility Submitted to CERS
 - Permit application and inspection fees
 - Site-specific Site Safety Plan
 - Cut sheets of all components of the tank system, including tank, piping, fittings, and monitoring system. All equipment must be approved by an independent testing organization.
 - One complete set of site drawings. They must show the entire UST system (tanks, piping, vents, islands, dispensers, buoyancy control, monitoring and alarm systems) including burial depth and distance to existing structures. The monitoring and leak detection system must be of a design approved by the State Water Resources Control Board.
- 5) **Post Installation Tank Testing:** Prior to completion of the permit the underground storage tank must pass an integrity test meeting the requirements of Health and Safety Code Ch. 6.7, Section 25290.1(j).
- 6) **Plan Review Process:** The plan review by this department will be for compliance with the requirements of CCR, Title 23, Subchapter 16, Health and Safety Code, Chapter 6.7 and County Policy only. You are responsible for obtaining any other permits that may be required for installation, including local building and fire permits. Copies of appropriate agency approvals must be submitted with the permit application.
- 7) **Application Rejection:** Failure to provide completed forms, insufficient information or illegibility may result in this application being returned or denied.
- 8) **Permit to Work:** Work shall not proceed without a signed permit to install in hand. The Permit to Install Underground Storage Tank(s) will be issued once a complete application package has been received and approved. The Permit to Install must be on the work site at all times and available upon request.
- 10) **Permit Fee:** The Underground Storage Tank Installation Permit fee (consisting of a plan check fee and construction inspection fee) ***must*** accompany this application. Checks and money orders are to be made payable to the County of Napa.

The Contractor named on the installation application is responsible for scheduling all inspections and completion of the permit requirements, unless otherwise agreed upon by this office.

I certify under penalty of perjury that all of the information presented in this application is true and correct.

Signature: _____ Date: _____

