



THE CITY OF
COLUMBUS
 DIVISION OF FIRE
 FIRE PREVENTION BUREAU

Ignitable Liquid Tank Permit Application

Fire Prevention Bureau Attn: CFD Tanks 3639 Parsons Ave. Columbus, OH. 43207
CFDTanks@columbus.gov 614-645-7641 ext.75660

Facility/Site Name:				Facility #:	
Address:					
Email:				Phone #:	
Applicant/Company:					
Address:					
Email:				Phone #:	
Owner Name:					
Address:					
Email:				Phone #:	
Responsible Party For Payment/Company:					
Address:					
Email:				Phone #:	
Tank Type (AST, BUSTR, NBUSTR)					
Tank ID Number					
Tank Capacity					
Substance stored					
Date Last Used (or New)					
Piping installation-42-030 per location \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piping removal-42-031 per location \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piping modification/alteration-42-032 per location \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piping major repair-42-034 per location \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Piping abandonment-42-035 per location \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tank installation-42-036 per tank \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tank removal-42-037 per tank \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tank modification/alteration-42-038 per tank \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tank major repair-42-039 per tank \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tank abandonment-42-040 per tank \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Change in service-42-041 per system \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Change of product-42-042 per system \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Out of service-42-043 per system \$175	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Total: \$	

Provide a brief description of the work to be performed:

Plans approved by the fire code official are approved with the intent that they comply in all respects to the Ohio Fire Code, Columbus City Code, National Fire Protection Agency, American Petroleum Institute, Petroleum Equipment Institute or other referenced standards as incorporated therein. Any omissions or errors on the plans do not relieve the applicant from complying with all requirements of the applicable codes and standards.

The fire code official may revoke a permit issued under the provisions of the Columbus City Code if upon inspection, any violation of the code exists, or if any false statement or misrepresentation as to material fact in the application, data or plans on which the permit or approval was based, or if any fees required by the Columbus City Code for inspections or permits have not been paid.

Applications can be mailed or emailed to Fire Prevention ATTN: CFD Tanks 3639 Parsons Ave. Columbus, OH. 43207 CFDTanks@columbus.gov
For BUSTR activities, complete and submit the BUSTR application also.

I hereby acknowledge that I have read this application and applicable guidelines, that the information provided is correct and that I am authorized to act on behalf of the organization.

Signature: _____

Date:

Instructions:

1. Fill out form above
2. Press **SUBMIT** or email to **CFDTanks@columbus.gov**
Submit button will only work if application is opened in Adobe.



Ignitable Liquid Tank Permit Application Guidelines

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A permit must be obtained from the Columbus Fire Prevention Bureau prior to any of the following ignitable liquid aboveground storage tank (AST) or underground storage tank (UST) activities taking place: installation, removal, modification, alteration, major repair, abandonment, change in service, change of product or out of service.

The Columbus Fire Department (CFD) is delegated by the State Fire Marshal to issue Bureau of Underground Storage Tank Regulations (BUSTR) permits and perform inspections in the City of Columbus. If you perform BUSTR permit-required work in the City of Columbus, then you must submit the BUSTR permit application and payment to the Columbus Fire Prevention Bureau. The State BUSTR permit fee is not required.

For AST, BUSTR and non-BUSTR (NBUSTR) UST activities, complete and submit the Ignitable Liquid Tank Permit Application.

For BUSTR activities, complete and submit the Ignitable Liquid Tank Permit Application and the BUSTR permit application.

The application shall include a general description of all proposed activities. Provide drawings, drawn to scale or dimension and specifications no larger than 11"x 17" that clearly show compliance with distances and applicable requirements of the Ohio Fire Code, Columbus Fire Code, National Fire Protection Agency, American Petroleum Institute, Petroleum Equipment Institute or other referenced standards as incorporated therein.

Tank Installation and Alteration

- The location of all property lines and public ways, including the opposite side of public ways
- Show buildings/structures on the site and indicate the nature of their use
- Show location, use, capacity and piping arrangement of all underground and aboveground tanks
- Indicate tank capacity in gallons and indicate product that will be stored in each tank

Manufacturers cut sheets and drawings on tanks and all equipment:

- Indicating approval for its intended use (i.e. listing and labeling)
- Tank, dimensions, capacity and spacing between adjacent tanks
- Emergency tank vent(s) type, size and atmospheric tank vent size, height, location and vent cap type
- Tank and dispenser vehicle impact protection details, islands and bollards
- Pump, dispenser and other associated electrical equipment type and location
- Piping details
- Signage and placard (NFPA 704) type and location
- Tank security details
- Separation distances
- Tank fill type, location, and height from finished grade
- Method of spill and tank overfill protection
- Fire extinguisher size, type and locations

In addition proposed dispensing installation plans shall provide the following information:

- Include a statement indicating the intent of the fueling operation and the type of vehicles intended to be fueled.
- The location of all fuel dispensers, emergency stop buttons and emergency telephone (if applicable).

Tank Removal and Abandonment

- Include a letter explaining reason for abandonment, include documentation (photos, satellite images etc.)
- Show the location of the tank, any buildings and all property lines.
- Indicate tank capacity in gallons and product that was stored

DO NOT PUT FUEL IN TANKS UNTIL AFTER PASSING THE FINAL INSPECTION