

HATFIELD TOWNSHIP

STORAGE TANK PERMIT PROCEDURES

A storage tank permit is required for any hazardous material storage tank being installed, removed or abandoned-in-place. This permit is for commercial projects. Please see Mechanical Permit for residential work.

PART I – Location of Property – Complete address including city, state and zip code must be provided on all applications.

PARTS II thru VIII – Complete every section.

PART IX - Plot Plan – Show all dimensions of entire property (length x width and square feet of entire lot). Identify streets adjacent to property. Place all buildings and parking lots with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. **The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.**

PART X – Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and contractor may be reached. Contractors making application must provide a Certificate of Insurance verifying coverage for Worker's Compensation and their Federal or State Employer Identification Number (EIN).

ADDITIONAL INFORMATION

FEES – Permit fees must be submitted with the permit application. If paying by check, please make check payable to "Hatfield Township".

REVIEW – The application will be reviewed by the Code Enforcement and Zoning Departments for compliance with all Hatfield Township codes and ordinances.

PERMIT GRANTED – **If approved, the permit will be processed and issued to you within thirty (30) business days. Work may not start until a permit has been approved and granted.** The permit cards are to be displayed so as to be visible from the street.

CONTRACTOR REGISTRATION – All contractors and/or their personnel performing commercial work must be registered and provide a Certificate of Insurance verifying Worker's Compensation coverage, and Federal or State Employer Identification Number (EIN). In addition, each contractor must obtain the appropriate permits for the work to be done.

INSPECTIONS – Call the Township building department office (215-855-0900) at least 24 hours in advance to schedule each inspection. Responsibility for notification for inspections at the various stages

of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, uninspected work will not be granted final approval.

Underground Storage Tank Removal or Abandoned-in-Place

A permit is required for the excavation and removal or the abandoned-in-place of any underground storage tank, which at any time contained a hazardous material.

The permit application shall be filled out completely, and the application package shall include the following:

1. A copy of the applicant's certification for tank handling and inspection under the Pennsylvania Department of Environmental Protection's Storage Tank and Spill Prevention Act.
2. A full narrative of the proposed work.
3. A site plan showing all significant structures, property lines and the location of the tank(s) and all ancillary equipment.
4. A copy of the applicant's certificate of liability insurance naming the municipality as the certificate holder (Minimum of \$1,000,000.00).
5. The permit fee.

The tank(s) shall be completely emptied and cleaned prior to removal or abandoned-in-place. Tanks, which are to be abandoned-in-place, shall be completely filled with an approved inert material. The applicant is responsible for scheduling an inspection, and the Code Official shall be on site at the time that the tank(s) are to be removed or filled. Soil samples shall be taken for each and every removal or abandoned-in-place. The applicant/owner/operator shall be fully responsible for corrective actions meeting all DEP guidelines in the event of ground contamination.

A full closure report meeting DEP's closure requirements for underground storage tanks shall be provided to the Office of Code Enforcement as soon as available. The permit will remain active until the Office of Code Enforcement receives the closure report.

HATFIELD TOWNSHIP

Storage Tank Permit Application

I - LOCATION OF PROPERTY

Address: _____ Suite #: _____ City: _____

State: _____ ZIP: _____

II - OWNERSHIP

Private Public Tenant Other _____

III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: _____ Phone: _____

Company: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

OWNER Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

CONTRACTOR Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Builder's Twp. License No. _____ Expiration Date: _____

IV – PROPOSED WORK

Installation Removal Abandoned-in-place

V - TANK TYPE

Underground Above Ground Horizontal Vertical

VI - PROPOSED USE

Industrial/Commercial

Description: _____

VII - DIMENSIONS

Number of tanks: _____ Gallons per tank: _____ Total gallons: _____

Number of dispensing pumps: _____ Tank material: _____

PART VIII – FEE (see fee schedule)

PERMIT FEE: \$ _____

IX - SITE OR PLOT PLAN –Please provide or attach plot plan details here.

X - SIGNATURE

Deposit of Check Representing the Fee for this Application does not Constitute Approval of or Granting of Same by Hatfield Township. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Hatfield Township.

SIGNATURE OF APPLICANT

DATE

SCHEDULE OF FEES

(from Resolution 14-26)

Tank Permit Fees.

Installation:

Installation - First 1,000 Gallons or Fraction Thereof	\$180.00
Each Additional 1,000 Gallons or Fraction Thereof	\$25.00
Dispensing Pump (Each Pump)	\$50.00

Removal:

Removal / Abandoned-in-Place (Each Tank)	\$60.00
Removal / Abandoned-in-Place (All Other Uses – Each Tank)	\$120.00