

COUNTY OF SANTA BARBARA ♦ CERTIFIED UNIFIED PROGRAM AGENCY

225 Camino del Remedio, Santa Barbara CA 93110 ♦ (805) 681-4900 ♦ Fax (805) 681- 4901
2125 South Centerpointe Parkway, Rm 333, Santa Maria, CA 93455 ♦ (805) 346-8460 ♦ Fax (805) 346-8485

APPLICATION TO CONSTRUCT AN UNDERGROUND STORAGE TANK SYSTEM

Santa Barbara County CUPA Form 305

For Office Use Only
Service Request #:
Date Received:
of Tanks:
Fee Paid:
Receipt #:

The Owner/Operator must complete and submit this application to construct, State Form B for each tank, and applicable fees. If someone other than the Owner/Operator is completing this application, then the application packet must include a completed Authorized Agent Letter. Application must be approved prior to construction in order to receive a permit from the CUPA to operate the system.

REFERENCES: CA Health and Safety Code (HSC), Division 20, Chapter 6.7, Section 25284, states:

"...no person may own or operate an underground storage tank unless a permit for its operation has been issued by the local agency to the owner or operator of the tank..."

HSC Section 25286 states:

"An application for a permit to operate an underground storage tank, or for renewal of the permit, shall be made, by the owner or operator of the tank, or, if there is a CUPA, by the owner or operator of the unified program facility on which the tank is located, on a standardized form provided by the local agency."

This permit application to construct shall include, but not be limited to, the information required by this application, HSC Section 25286(c)(1-10) and Section 2711 of the California Code of Regulations. Once construction is completed, the application to own/operate the underground storage tank system shall be completed and submitted to the California Environmental Reporting system (CERS) located at <https://cers.calepa.ca.gov/>.

Note 1: You, or your authorized agent, are required to contact and obtain all applicable permits, waivers, or variances from other agencies, including but not limited to the local Fire Department, Air Pollution Control District, and Building Department.

Note 2: Prior to issuing a permit to operate the CUPA must inspect the entire UST system and observe required manufacturer installation testing. Failure to make arrangements for system inspections and testing observation will cause delays in final permitting.

Section A: Facility and Site information

Facility Name: _____

Site Address: _____

Section B: Tank Owner Information

If Owner and Operator are to be two separate and distinct legal entities then submit Operator information on a separate document.

Legal Business Name (no DBAs): _____

Mailing Address: _____

Project Contact: _____ Phone: _____

Project Contact Email: _____

24 Hour Emergency Contact: _____ Phone: _____

24 Hour Emergency Contact Email: _____

Section C: Contractor Information

Primary Contractor: _____ License #: _____
 All Sub Contractors: _____ License #: _____
 _____ License #: _____
 _____ License #: _____
 Mail to: _____ Email: _____
 Name of Contact on Site: _____ Phone: _____
 Worker's Compensation Insurance Company: _____
 Insurance Company Phone: _____ Email: _____
 Proposed Start Date: _____

Section D: Will any existing USTs be removed on the property? Yes No
 If yes, then this application must be accompanied by a CUPA Application to Remove an Underground Storage Tank (CUPA UST Form 307).

Section E: Total number of tanks to be installed; split tanks count as two tanks: ____ **Submit Form B for Each Tank.**

Section F: Submit a tank manufacturer's tank chart for each tank; indicate 90% and 95% percent full on the charts

Section G: Underground Storage Tank Leak Detection System

Note: Submit manufacturer's certifications and technical documentation for each type of component

Console/Panel manufacturer: _____ Model # _____
 Turbine Sump Brine/Vacuum Sensor manufacturer: _____ Model # _____
 Turbine Sump Liquid Sensor manufacturer: _____ Model # _____
 Fill Sump Brine/Vacuum Sensor manufacturer: _____ Model # _____
 Fill Sump Liquid Sensor manufacturer: _____ Model # _____
 Tank Brine/Vacuum Annular Sensor manufacturer: _____ Model # _____
 Tank Liquid Sensor manufacturer (if applicable): _____ Model # _____
 Under Dispenser (UDC) Brine/Vacuum sensor manufacturer: _____ Model # _____
 Under Dispenser Liquid sensor manufacturer: _____ Model # _____
 Vent Box Brine/Vacuum Sensor manufacturer: _____ Model # _____
 Vent Box Liquid Sensor manufacturer: _____ Model # _____
 Pipeline Leak Detector: Electronic Mechanical; Manufacturer and Model #: _____

Maximum pipe length capability for selected LLD: _____ Max volume (gallons): _____

If leak detection equipment will vary between monitored UST components then submit separate documentation indicating where variations will take place.

Section H: UST Ancillary Equipment Manufacturers

Product Piping manufacturer: _____ Flex connector manufacturer: _____
 Vapor Piping manufacturer: _____ Vent Piping manufacturer: _____
 UDC manufacturer: _____ Vent box manufacturer: _____
 Fill/Turbine Sump manufacturer(s): _____

Section H (Cont.): UST Ancillary Equipment Manufacturers

Overfill Prevention Equipment manufacturer: _____

Spill Container equipment manufacturer: _____ Capacity: _____

Overfill Prevention Alarm/ATG manufacturer: _____ Model # _____

Dispenser manufacturer: _____ Model # _____

UDC Piping Penetration fittings manufacturer: _____ Model # _____

Sump Piping Penetration fittings manufacturer: _____ Model # _____

Penetration Sealant manufacturer: _____ Model # _____

Fill Sump Access Manway manufacturer: _____ Model # _____

Turbine Sump Access Manway manufacturer: _____ Model # _____

Section I: Describe how you propose to ballast the tanks from floatation (Tanks *must* be ballasted if highest anticipated groundwater is 25' or less below ground surface, or if the facility is situated with a FEMA-designated flood zone):

- Anchor Straps per manufacturer's specification with deadman and/or slab. Submit buoyancy calculations

Depth of highest anticipated groundwater: _____ How was this determined? _____

Section J: Site Map/Construction Drawings

Submit two copies of plans that are *at least* 11x17 inches showing all of the following:

- North arrow
- Plot plan scale and key of symbols used
- Location of all tanks, piping and ancillary equipment
- Adjacent property lines, buildings, roads
- Location of any water, monitoring, or vapor wells
- Location of fill connections
- Location of surface drains
- Plans must be drawn to a scales suitable to depict the details of the proposed work

Draw installation cross-section and elevations showing the following:

- Spacing between tanks
- Thickness of soil cover
- Depth to bottom of tanks
- Indicate whether the tanks will be subject to overhead traffic
- Types and dimensions of backfill
- Depth of concrete or asphalt cover plate
- Overfill and overspill prevention devices
- Monitoring system

Note: A digital vector-drawn (not scanned) set of plans 11x17 inches or larger may be submitted in PDF format in lieu of paper.

Section K: Planned Piping Length and Interstice Volumes Matrix; submit document with more rows if needed

Pipe Run	Pipe Manufacturer	Primary Pipe Diameter	Secondary Pipe Diameter	Total length of run (ft.)	Primary pipe total volume (gallons)	Total calculated interstitial volume (gallons)

Section L: Tank annular interstice volume (complete only if tank annular will be vacuum monitored)

Tank	Calculated Annular Volume (gallons)

Section M: Smart (s) Sensor Zone Chart

Submit with the plans a zone chart indicating what vacuum sensors (smart sensors) are monitoring the different components of the UST system. **For example:**

Components Monitored	S Sensor
87 Product pipe	S1
87 Vent pipe	
Vapor Return pipe	
91 Product Pipe	S2
91 Vent pipe	

Section N: Required Inspections and site specific Health and Safety Plan

After plans have been reviewed and approved, field inspections shall be made to verify the UST system is being installed as approved. In addition, the CUPA will gather required information needed in order to grant a Permit to Operate. The approved plans must be on-site at all times for a CUPA inspector to review. A site specific Health and Safety Plan must be on-site and available for review.

Minimum Required Inspections:

Inspection 1: Inspection of tanks prior to placement in the tank pit, UL number must be obtained for each tank.

Inspection 2: Manufacturer’s required pressure testing of tank primary and secondary and/or visual observation that the tanks have not leaked brine or lost vacuum.

Inspection 3: Primary piping pressure test (soap bubble test); verification that piping slopes back to sumps.

Inspection 4: Secondary piping pressure test (soap bubble test); verification that piping runs have manufacturer’s minimum clearance.

Inspection 5: Final inspection of leak detector functionality and placement, spill bucket capacity, overflow prevention level, vacuum and brine sensor communication with monitored components.

Section O: California Environmental Reporting System (CERS)

After the final inspection, the CUPA will issue a temporary UST Operating Permit good for 30 days. During this time the UST system owner/operator must submit all required information to CERS. Failure to submit information to CERS will result in immediate enforcement action of \$500 - \$5,000 dollars, per tank, per day for operating a UST system with a Permit to Operate from the CUPA. [6.7 HSC section 25285, section 25299]

Section P: Signature

By signing this UST plan check permit application I understand that all UST systems must be constructed in accordance with HSC, chapter 6.7, California Code of Regulations, Title 23, and all applicable manufacturer's requirements for each UST component. Any significant change(s) to an approved plan check application must be submitted to the CUPA prior to implementing the change(s) and are subject to approval by the CUPA.

I declare to the best of my knowledge that the information provided is true and correct.

I will notify the CUPA at least three working days before the UST installation is to begin in order to schedule the first required inspection.

Signature*: _____ Title: _____

Print Name: _____ Date: _____

Phone: _____ Email: _____

* The plan check permit application must be signed by: a) the owner of the underground storage tank system or Authorized Agent; b) if the tank system is owned by a corporation, partnership, or public agency, by 1) a principle executive officer at the vice-president or by an authorized representative responsible for the overall operation of the facility where the underground storage tank system is located; 2) a general partner proprietor; or, 3) a principle executive officer, ranking elected official, or authorized representative of a public agency. [CCR Title 23, Section 2711(a)(13)].

Approved Plans are valid for **90 days** from date of approval.

Conditions of Approved Plan Check Application.

Once approved, all approved plan check applications are conditional. The conditions of approval are:

1. Any change of equipment, or contractor will void approval unless the CUPA has approved the change.
2. All sub-contractors must be pre-approved with this application.
3. Adhere to the permitting and notification requirements of other applicable agencies and departments.
4. Comply with all applicable OSHA requirements for the scope of the project.
5. Comply with all applicable Fire Code requirements for the scope of the project.
6. Facility personnel are to be trained by the UST Designated Operator *prior* to UST system's first use.

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In approving this plan check permit application, the CUPA has reviewed the application for compliance with Chapter 16 of Division 3 of Title 23 of the California Code of Regulations, and Chapter 6.7 of Division 4.5 of the California Health and Safety Code. No review of compliance was conducted, nor shall this approval be construed as extending to, the provisions of any other rule, regulation, or standard including but not limited to: the California Building Code, California Electrical Code, and the California Fire Code.

APPROVED DENIED By: _____ Date: _____

ICC #: _____

Make all inquiries regarding this application to: _____; email: _____
Phone: _____, or the Hazardous Materials CUPA Supervisor.