



State of Vermont
PERMIT AND LICENSE INFORMATION

UNDERGROUND STORAGE TANKS

SUMMARY DESCRIPTION OF PERMIT	A permit is required to be obtained by any owner or operator of a "Category One Tank." A Category One Tank includes any underground storage tank (UST) except those used for the storage of fuel oil exclusively for on-premises heating purposes and farm or residential tanks used for storing motor fuel. Underground storage tanks containing heating fuel that is used for manufacturing or processing purposes are included in the definition of a Category One Tank.
EXAMPLES OF REGULATED ACTIVITY	A retail gasoline station; a hospital with an emergency generator; service station with an used oil tank.
CRITERIA FOR JURISDICTION	<p>Any person who owns, operates or installs a category one UST, as defined by 10 V.S.A. §1922 (11) and Subchapter 2 Definitions of the UST Rules adopted 10/1/2011.</p> <p><u>Registration Jurisdiction:</u></p> <p>1) New USTs: Any person who brings an UST into service shall notify the Agency prior to construction;</p> <p>2) USTs Currently In-Service: Any person who owns an UST currently in-service must register; and</p> <p>3) USTs No Longer In-Service: Any person who owned or used an UST that was removed from service after January 1, 1974, and who does not have knowledge that the tank has been removed from the ground must notify the Agency.</p> <p><u>Exemptions to Registration Requirement:</u> 1) Farm or residential motor fuel USTs which are less than or equal to 1100 gallons in capacity used for non-commercial purposes; and 2) heating oil tanks used for on-premises heating purposes which are less than or equal to 1100 gallons in capacity.</p>
INFORMATION REQUIRED	Registration and an application for a permit can be accomplished by the completion of a UST Form (five parts). The form requires information concerning details of the tank owner, the tank operator, the contact person, the landowner, name and location of facility, removal of tank information, tank-specific information, sketch map with specific information noted, town highway map used as a location map, evidence of financial responsibility for corrective action and third party compensation in case of release from any part of a tank system. A facility with multiple tanks can apply for a single permit.
WEB ADDRESS	http://www.anr.state.vt.us/dec/wastediv/ust/home.htm
FEES	Registration of UST is recorded in the local land records. A check for \$10 made payable to the town or city clerk in which the facility is located must accompany the UST Form when forwarded to the VT DEC for processing.

The annual permit fee is \$125 per tank per year. Municipalities (including school districts) are exempt from payment of the annual permit fee. Construction permits are issued for one year, Operating renewal permits are issued for a term not exceeding five years. Invoices for annual permit fees are issued by the VT DEC in the anniversary month that the permit is issued.

APPLICATION TIME FRAME

The established performance standard for processing a completed application is 60 days for a construction permit and 30 days for an operating from the date of receipt of a completed application. Any incomplete applications will be returned to the applicant and the time clock will commence with receipt of a completed application.

For existing UST facilities the applicant should allow 15 business days for processing a renewal permit application.

For construction permits the application should allow 30-60 business days for processing.

ADMINISTERING AGENCY

<p>AGENCY OF NATURAL RESOURCES DEPARTMENT OF ENVIRONMENTAL CONSERVATION WASTE MANAGEMENT DIVISION UST Program</p>	
CONTACT:	June Reilly, UST Permit Administrator Phone: 802-522-0231 june.reilly@state.vt.us
ADDRESS:	1 National Life Drive, Davis 1 Montpelier, VT 05620-3704
eDEC:	www.securevtanr.com (renewal of permit can apply online)

AUTHORITY

10 VSA §§ 1922, 1923, 1927, 1929, 1930.

APPLICABLE RULES

Vermont Underground Storage Tank Rules adopted 10/1/2011.

APPEAL PROCESS

If a permit is denied, a written statement of reasons will be supplied to the applicant. Within 30 days of the date of an act or decision, any person aggrieved by an act or decision of the secretary, or any party by right, may appeal to the environmental court in accordance with the provisions of [10 VSA Chapter 220](#).

OTHER PERMITS

The Dept of Public Safety, Fire Safety Division requires a one-time plan review for all of the above ground equipment, including dispensing islands ([Sheet #49](#)). Also see Dept. of Agriculture ([Sheet #88](#)) and Act 250 ([Sheet #47](#)). Contact a Permit Specialist for a Project Review Sheet.

<http://www.anr.state.vt.us/dec/ead/pa/index.htm>