NC DENR GUIDELINES FOR BALLASTING TANKS WITH PETROLEUM (DURING UST INSTALLATIONS/REPLACEMENT)

Occasionally, the NC DENR UST Section receives requests to place petroleum product into underground storage tanks (USTs) for the purpose of providing ballast for the USTs during the construction phase. The UST Section will consider the **one-time** delivery of petroleum product to these USTs provided that the following conditions are met:

STEP 1 - To be completed prior to tank installation
Submit the following information to the UST Section for review and approval:

(A) UST-15A form, Ownership of UST System(s) [1] and the appropriate annual operating fees[2, 3];
(B) Proof of Financial Responsibility [.1, 2] and the Certification of Financial Responsibility form [1, 2].

[1] UST forms are available on the internet at http://portal.ncdenr.org/web/wm/ust/ustmain
[2] This is only required for petroleum UST systems
[3] Annual Tank Operating Fees: If additional information is needed concerning the amount that you will be required to submit, please call (919) 707-8171, Option #1.

Note: Please allow at least 30-45 days for review of Step 1 information. The ownership and financial responsibility information should be submitted with the UST-6 Pre-Installation application so that they could be reviewed concurrently. After receipt of the UST-6 Pre-Installation application, an invoice will be sent to the appropriate facility official for payment of required tank fees. Please submit the required fees to the Department as soon as possible, but note that all fees must be paid prior to the delivery of a regulated product.

STEP 2 - To be completed after approval of STEP 1 and tank installation, but before fuel delivery
The approval letter for the UST-6 application will contain the NCDENR inspector contact information. When you contact the inspector to setup the tank inspection, please also advise him/her that you would like to ballast the tanks with fuel after installation. After the NCDENR tank inspection approval, you need to submit the following information to the inspector for review and approval:

(A) Proof of installation/testing of spill and overfill prevention equipment. Proof of installation/testing must be documented using the appropriate UST-22A & UST-6D forms.
(B) The USTs must be installed through the backfilling/compacting phase in accordance with manufacturer's guidelines. A completed tank manufacturer's installation checklist for each tank (pre-installation through backfilling/compacting) is required.
(C) An interstitial test must be performed on each tank prior to placement of the tank in the excavation. The test must be conducted in accordance with the UST manufacturer's instructions and use either a pressure, vacuum or hydrostatic-based method. The UST-6E form must be used to document tests performed on each tank.
(D) The amount of fuel needed for each tank or compartment and estimated date of delivery.

Note: The Department will expedite the review of the Step 2 information, but you should allow at least one business day (24 hours) for approval (after receipt of aforementioned requirements). Fuel **cannot** be delivered to the tanks until all of the Step 2 information has been approved.

STEP 3 - To be completed after approval of STEP 2 and fuel delivery:

(A) Weekly interstitial leak detection monitoring using Vacuum, Pressure, or Hydrostatic methods must be performed if manually recorded on a log sheet, otherwise a monthly printout of the sensor status and alarm history from the monitoring console is required. Either method must begin immediately following delivery of petroleum product. Records of the monitoring results must be maintained on-site and made available upon request. A copy of the monitoring results shall also be submitted with the UST-6 Post-Installation application.
(B) Financial responsibility must be maintained in accordance with 15A NCAC 2O.
(C) Installation must be completed and an annual operating permit obtained **within six months** of fuel delivery date. If the installation is not completed within this timeframe, then the product must be withdrawn ($\leq$ one inch remaining in tank) and the UST system will be considered in temporary closure.

If any of these conditions cannot be met, fuel **cannot** be used for ballasting and alternative options must be implemented. If fuel has already been delivered, all petroleum must be removed from the USTs immediately. In the event that you have significant time constraints, it is **strongly** recommended that you have a contingency plan for alternative ballasting, prior to the submittal of the STEP 1 information. If you have any questions, please call the NC DENR inspector or the Permits & Inspections Branch Office at (919) 707-8171.

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