



Brunswick County Code Administration Fire Marshal's Office

Post Office Box 249 • Bolivia, North Carolina 28422
Telephone: (910) 253-2041 • Email: Fire.Marshal@brunswickcountync.gov

Aboveground and Belowground Tank Submittal Requirements (To include Generator Base & Day Tanks)

Submittal Guidance:

Submittal shall include at least one (1) complete set of documents with the designer indicated and date of design. All plans must be sealed by a North Carolina registered Professional Engineer (PE) or other approved design certification or show equivalent training and experience. A complete set of documents including comments shall be available on-site at all times during installation. At the discretion of the Fire Marshal, the PE seal requirement may be waived for simplistic system of 300 gallons capacity or less.

All tanks shall be designed and installed in accordance with the applicable chapters of the North Carolina Fire Code, NFPA Standards, American Petroleum Institute (API) and all other referenced standards.

The plan submittal shall include the following items:

- Specifications detailing the design and construction of the tank. (This includes the materials to be used in the exterior and interior construction of the tank).
- The UL listing of the tank and dispenser.
- The hazard class, quantities and types of materials to be stored.
- The normal operating pressure of the tank.
- The normal and emergency venting methods of the tank. (This includes vent piping materials and locations).
- Tank gauging and leak detection devices utilized.
- Fill connection location(s) and tank vehicle access routes.
- Overfill prevention system design and operation.
- If installed design and methods used to manifold tanks.
- The design above ground tank supports. (Documentation shall include the seismic design of tank supports).
- Below ground tank anchoring methods utilized. (Including bedding materials used).
- If a tank vault is installed, construction and design documents for the installation of the vault.

- The method of dispensing of liquids must be indicated including specifications for nozzles and/or other devices.
- Specifications for all emergency shut-off control devices and their intended locations.
- The distances from other tanks, dispensers, property lines, and vehicles.
- All vehicle collision barriers. (Including design, type and number).
- All fire protection appliances and associated equipment (including the location, type, and size of all portable fire extinguishers).
- If required, secondary containment provisions and equipment.
- If applicable, vapor recovery design and operation.
- Specifications of all signs to be used. (Including emergency directions and normal operating instructions).

** Additional information may be required prior to the approval of submittal plans. The above requested information is not all-inclusive). **

After plans are approved and a permit is issued the Brunswick County Fire Marshal's Offices give permission for installation. Installation shall not begin without a permit. Final approvals are subject to field inspections. Approval issued by the Fire Marshal's office does not release the contractor or property owner from the responsibility of full compliance will applicable codes.

All installations shall be in accordance with the approved plans. Any deviations from the plans should be discussed with the Fire Marshal for your project prior to making changes. Some changes may require a re-submittal to the Office of the Fire Marshal for re-approval via email through Brunswick County Central Permitting via PDF format to eplans@brunswickcountync.gov.

All tanks, associated appliances and devices shall be tested in accordance with all applicable standards prior to being placed into service. Any tanks, associated appliances or devices failing to pass final testing shall be repaired/replace and rested prior to being placed in service.

Submit an online application at <http://www.brunswickcountync.gov/code-administration/permits/>

For additional information please contact the Brunswick County's Fire Marshal's Office at (910) 253-2041.