

## **Aboveground and Belowground Tank Submittal Requirements (Including Generator Base and Day Tanks)**

The following information must be submitted to and approved by the Winston-Salem Fire Department prior to any installation per the North Carolina State Fire Prevention Code and the Winston-Salem Fire Marshals Office:

1. A completed Fire Department permit application.
2. Payment of the plan review fee of \$200.00. Checks must be made payable to “City of Winston-Salem”.
3. Five sets of scaled and detailed plans with the system designer indicated and the date of design. All plans must be sealed by a North Carolina registered Professional Engineer (PE). At the discretion of the Fire Official, the PE seal requirement may be waived for simplistic systems of 300 gallons capacity or less. **These plans must be submitted to and approved by the Winston-Salem/Forsyth County Zoning Inspector prior to the Fire Department review.** The Zoning Inspector once approved will refer these plans to the Fire Department.
4. The method of storage must be indicated.
5. The method of dispensing must be indicated.
6. The quantities and types of materials to be stored must be indicated.
7. The distances from other tanks, dispensers, property lines, and buildings must be indicated.
8. Vehicle access and all type and number of collision barriers must be indicated.
9. All fire appliances must be indicated. This includes the location, type, and size of all portable fire extinguishers.
10. The design and construction of the tank.
11. The UL Listing of the tank and dispenser.
12. Tank supports and the seismic design of the supports including bedding to be used for belowground tanks.
13. All secondary containment and leak detection.
14. All normal and emergency tank venting.
15. Any vapor recovery provisions.
16. All emergency controls.
17. All overfill protection.
18. All signage to be used including emergency directions and normal operating instructions.
19. Building permit number associated with job.

Codes used in the review: North Carolina State Fire Prevention  
Applicable National Fire Protection Association Standards

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