

Guidelines for UST Plan Review Submittals

Underground Storage Tank (UST) Plan Reviews are required for the following activities: Installation, Modification, Interior Lining, Closure, and Emergency Modification/Closure.

Areas Affected:

The ADEQ UST Plan Review process is required for all locations in the State of Arizona however certain exceptions apply to locations which fall under the purview of the City of Tucson Fire Department. Contact the City of Tucson Fire Department directly for permitting and inspections for the following activities: Installation, Modification, Interior Lining, and Emergency Modification. For closures in locations covered by the City of Tucson Fire Department, a Plan Review Form for Closure must be submitted to ADEQ; additionally, permitting and inspection scheduling must be made through the City of Tucson Fire Department.

Local Fire and Building Authorities:

Ensure contact has been made with appropriate local fire and building authorities to determine what additional regulatory and permitting requirements exist for the project. Please note some jurisdictions may have restrictions regarding interior linings and closure in place.

With every plan review, please provide a site map which includes:

- Lot dimensions
- Tank, piping, and dispenser location (new and existing if applicable)
- Distance to buildings, property lines, utilities, drinking water wells, drywells, waterways, roads, rail lines and other noteworthy features

Inspection:

Once the plan review is complete, please use the email listed above to schedule an inspection. When scheduling an inspection, please contact at least seven (7) days in advance for modifications and thirty (30) days in advance for installations and closures to provide enough time to coordinate the inspectors' schedules. An inspection may not be required for emergency repair situations, please call ADEQ at the number listed above as soon as possible to provide notice of the emergency repair.

Closure Plan Review:

- Please complete the Plan Review Form for Closure. An ADEQ plan review number will be assigned to the project during the plan review. Please make note that the plan review number replaces the commonly referenced "closure number" historically issued by ADEQ.
- A service provider certified by ADEQ must be onsite with the approved plans. Please ensure the service provider selected is certified in the specific category of work that is being conducted at the site.
- Closures must meet the requirements in Arizona Administrative Code R18-12-270 through R18-12-274 including the requirements for release reporting and corrective action.
- If the UST is closed in place, please provide a description of the materials and process that will be used.

Installation or Modification (includes Interior Lining and Non-Emergency Repair):

- Please complete the Plan Review Form for Installation or Modification. The information provided on the form will be verified by ADEQ staff in the field at the time of the inspection and used in the future to help identify and develop trend information for the sources and causes of releases from USTs.
- A service provider certified by ADEQ must be onsite with the approved plans. Please ensure the service provider selected is certified in the specific category of work that is being conducted at the site. If applicable, the service provider must also be certified by the manufacturer for use in the specific products being used during relining.
- Installations must meet the performance standards for new UST systems in Arizona Revised Statutes §49-1009, Arizona Administrative Code R18-12-220 and R18-12-281, and the federal standards found in the Code of Federal Regulations 40 CFR 280 Subpart B.
- Installation diagrams (site maps) must be sealed by an Arizona registered professional engineer per Arizona Administrative Code R18-12-220(F).

Emergency Modification or Closure:

- Please complete the Plan Review Form for Emergency Modification or Closure and call ADEQ at the above number to notify of the need for an emergency repair. ADEQ will prioritize the review and discuss whether an inspector is needed onsite or whether the repair can proceed without an inspection.

Fees:

ADEQ does not currently have authority to charge fees for UST plan reviews. The agency is investigating the regulatory options for assessing a fee to this activity, but initially during the interim period, UST plan reviews will be conducted by ADEQ free of charge. ADEQ will be tracking the administrative costs of plan reviews during the interim period to determine if a fee will be necessary to sustain the personnel resources dedicated to this service.