

**Department of Environmental Protection  
17 State House Station  
Augusta, ME 04333-0017  
(207) 287-2651**

**GENERAL INFORMATION ON REGISTERING  
ABOVEGROUND OIL STORAGE TANKS WITH UNDERGROUND PIPING**

The purpose of this registration is to gather information on underground piping associated with aboveground motor fuel storage tanks. Registration is required for all facilities that have aboveground motor fuel storage tanks connected to underground piping. The information you provide should be accurate and based upon reasonably available records, or, in the absence of such records, to the best of your knowledge or belief.

**1. What aboveground tank facilities must be registered?**

All facilities that have aboveground storage tanks that store motor fuel and that are connected to underground piping. State law at 38 MRSA section 562-A, subsection 1-B defines an aboveground tank as "any aboveground container, less than 10% of the capacity of which is beneath the surface of the ground and is used or intended to be used for the storage or supply of oil. Included in this definition are any tanks situated upon or above the surface of a floor and in such a manner that they may be readily inspected." Motor fuel is defined under 38 MRSA section 562-A, subsection 13 as "oil that is motor gasoline, aviation gasoline, #1 or #2 diesel fuel or any grade of gasohol typically used in the operation of a vehicle or motor engine."

**2. Who must register an aboveground motor fuel storage tank with underground piping?**

The tank owner or operator is responsible for meeting registration requirements. If the ownership of an existing tank is uncertain or in dispute, the current owner of the property where the tank(s) is located must register it. The registration requirements are set forth in Title 38, § 563, of the Maine Revised Statutes Annotated (MRSA) and in Chapter 691, § 4 of DEP rules.

**3. Where should I register?**

Please send the registration form to: Maine Department of Environmental Protection, BRWM, Tank Registration Unit, 17 State House Station, Augusta, ME 04333-0017. A copy must also be filed with the local fire department. Remember to keep a copy for your own records.

**4. When should I register my tank?**

Owners of aboveground non-diesel motor fuel storage tanks that are connected to underground piping existing as of January 1, 2007 must register their facilities by January 1, 2007. Owners of aboveground diesel storage tanks that are connected to underground piping existing as of January 1, 2009 must register their facilities by January 1, 2009. Aboveground non-diesel motor fuel tanks with underground piping installed after January 1, 2007 must be registered ten (10) days before installation. Aboveground diesel tanks with underground piping installed after January 1, 2009 must be registered ten (10) days before installation.

**5. Penalties.**

The registration of aboveground motor fuel storage tanks with underground piping is critical to developing a sound environmental program for locating and managing these facilities. For this reason, the Legislature has required that late fees and penalties be assessed to owners who neglect to properly register their tanks. Tank owners who knowingly fail to notify or who submit false information to the Department may be subject to a civil penalty of \$100 to \$10,000 per day of violation.

**6. Questions and assistance.**

For assistance in completing the registration form or answering questions about the rules for aboveground motor fuel storage facilities, please call (207) 287-2651 and ask for someone in the Tank Registration Unit.

**7. Amended registration.**

Owners must amend the tank registration in writing to the DEP if:

- A. The facility is sold or otherwise transferred;
- B. The facility is modified, e.g., new underground piping, change of product stored; retrofitting of or changes in leak detection or overfill prevention equipment; etc.

Registration must be amended within ten (10) business days of the date of the change. A person who has not submitted an amended registration as required must pay a late fee of \$100.

**8. What registration fees are required?**

A registration fee of \$100 is required for each aboveground motor fuel storage tank connected to underground piping beginning January 1, 2009 and every three (3) years thereafter upon receipt of a bill from the department.

The department will bill the tank owner after receiving and reviewing the registration material. The department will prorate the fee for new installations to put all tank owners and operators on the same billing cycle.

**9. Installing, Repairing and Retrofitting Underground Piping at Aboveground Storage Tank Facilities.**

New installations, replacements, and most repairs of underground piping systems at aboveground storage tank facilities must be done by a Maine Certified Underground Storage Tank Installer. A current list of Certified Tank Installers is available by contacting the Underground Storage Tank Program or Oil SPCC Program at (207) 287-2651. This list is also available on the web at:

<http://www.maine.gov/dep/rwm/ust/pdf/certifiedinstaller.pdf>

**10. Maine State Fire Marshal's Office.**

A permit is required for the installation of your aboveground tank. Under Title 25 M. R. S. A. §2482, a permit must be obtained before any construction is started. Please contact the State Fire Marshal's Office at (207) 626-3890 to obtain a permit application or visit the Fire Marshal's web site:

[www.maine.gov/dps/fmo/plans/storage\\_tanks.html](http://www.maine.gov/dps/fmo/plans/storage_tanks.html)

**11. Aboveground Oil Storage Tank (AST) Siting Restrictions.**

There is a new law effective after September 30, 2008 that prohibits the installation of new aboveground oil storage tank facilities, such as motor fuel storage facilities and bulk fuel plants, in areas where an installation is likely to pose a threat to drinking water.

Title 38 M.R.S.A. §1391-1393 prohibits the installation of new ASTs within the source water protection area of a public drinking water well, or within 1000 feet of the public water well (whichever is greater). The law also prohibits the installation of new ASTs within 300 feet of a private well (except for a private water supply well located on the same property as the facility and serving only that facility).

Please complete the AST siting worksheet associated with the Fire Marshal's permit to determine if your proposed AST installation is prohibited under this new law.

For questions about this new siting law, please contact John Dunlap or Butch Bowie at (207) 287-2651 or visit the Department's web site:

[www.maine.gov/dep/rwm/drinkingwater/index.htm](http://www.maine.gov/dep/rwm/drinkingwater/index.htm)

**MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**REGISTRATION FORM  
FOR UNDERGROUND PIPING CONNECTED TO  
ABOVEGROUND MOTOR FUEL OIL STORAGE TANKS  
(Pursuant to 38 M.R.S.A. Section 563)**

<b>STATE USE ONLY</b>
<b>DATE OF REGIST.</b> ___/___/___

**1. REGISTRATION NUMBER:** \_\_\_\_\_  
(Complete only if a registration number has been previously assigned by the Maine Department of Environmental Protection.)

**2. FACILITY INFORMATION:**

A. Name of Facility:
B. Street Address of Facility:
C. Town/City where Facility is located:
D. Telephone:
E. Directions to Facility:

**3. TANK OWNER:**

A. Name:		
B. Contact:		
C. Mailing Address:		
D. Town/City:	E. State:	F. Zip Code:
G. Phone:	H. Fax:	

**4. TANK OPERATOR: (if different from owner)**

A. Name:		
B. Contact:		
C. Mailing Address:		
D. Town/City:	E. State:	F. Zip Code:
G. Phone:	H. Fax:	

**5. CONTACT PERSON for Questions on the Registration Materials Submitted:**

A. Name:	B. Phone:
----------	-----------

**6. FACILITY LOCATION**

A. UTM Coordinates:
---------------------

**Note:** Only new aboveground tank facilities with non-diesel motor fuel underground piping installed after January 1, 2007 or diesel underground piping installed after January 1, 2009 are required to submit UTM coordinates. If you are registering an existing facility with underground piping systems installed prior to those date(s) go directly to question #6.B. If you are registering a new facility, you must provide the UTM coordinates for question #6.A following the procedures described below.

You must supply a map with map coordinates of the corners of the facility footprint, and the locations of all aboveground tanks that are connected to underground piping. The footprint of the facility is the outermost perimeter of the portion(s) of the facility containing the aboveground tanks and their associated underground piping systems, including piping sumps and dispensers. All coordinates must be in UTM (Universal Transverse Mercator) and based on the North American Datum of 1983 (NAD 83), Zone 19 North and must be sub-meter accuracy & precision.

**Note:** Most of the commonly available hand held GPS units are not capable of attaining the required sub-meter level of accuracy. Therefore, most facility owners will need to retain the services of a Professional Land Surveyor or other qualified professional who has a GPS unit capable of achieving sub-meter accuracy.

UTM map coordinates for the state of Maine fall in the following range:

- Easting values are between 150,000 and 850,000 meters.
- Northing values are between 4,700,000 to 5,400,000 meters.

Any values submitted with this registration form that fall outside of this range are not in the correct map projection or units (or both) and will not be accepted.

Additional information about Map Projection and Datums can be found at the following links:

[http://en.wikipedia.org/wiki/Map\\_projection](http://en.wikipedia.org/wiki/Map_projection)  
<http://www.esri.com/news/arcuser/0499/utm.html>

Free software called “CORPSCON” is available for download from the US Army Corps of Engineers web site. This software allows the user to convert coordinates between Geographic (Latitude-Longitude), State Plane, and UTM. It is available at the following link:

<http://crunch.tec.army.mil/software/corpscon/corpscon.html>

(NOTE: The web links listed above are only supplied as suggestions for finding additional information. The State of Maine is not responsible for the quality or content of these sites.

- B. Are any planned or existing tank (s), piping or dispensers within 1000 feet of a public water supply source?  
Yes      No (check one)

*Public water supplies are defined by the Maine Drinking Water Program as any well or water supply where water is obtained for, sold, furnished or distributed to the public for human consumption. To be a public water supply, the well or water supply must meet one or more of the following requirements:*

- *Serve more than 15 connections OR*
- *Regularly serve at least 25 individuals daily for at least 60 days of the year OR*
- *Provide bottled water for sale where the water is pumped from on site.*

- C. Are any planned or existing tank(s), piping or dispensers within 300 feet of a private water supply source?  
 Yes       No

- D. (Complete if the answer to "C" above is **YES**). Is the water supply which is located within 300 feet of the tank(s)/piping/dispensers owned by someone other than the facility owner or operator?  
Yes      No

- E. Is the facility located on a sand and gravel aquifer or recharge area as mapped by the Maine Geological Survey?  
Yes      No

*Sand and gravel aquifer maps can be reviewed at any of the Department's offices or purchased for a nominal fee from the Maine Geological Survey, 22 State House Station, Augusta, ME 04333, telephone (207) 287-2801. Sand and gravel aquifer maps are also available on the web at <http://www.maine.gov/doc/nrimc/mgs/pubs/online/aquifers/aquifers-ad.htm>*

- F. Is the facility located within a 100 year floodplain?  
Yes      No

*Federal Emergency Management Agency (FEMA) maps showing floodplain locations are available at most municipal offices and through the Maine Floodplain Management Program, State Planning Office, 38 State House Station, Augusta, Maine 04333-0083, telephone: (207) 287-3261 or 1-800-662-4545 (in state only). FEMA floodplain maps are also available on the web at <http://www.maine.gov/spo/flood/maps/mappingresources.htm>*

- H. Is the facility located within 300 feet of a surface water (stream, river, pond, lake, tidal waters) or wetland?  
Yes       No

**Note: If you wish assistance in answering any of the items above, please call the Department at (207) 287-2651 and ask for staff within the tanks registration program.**

**7. Facility Use (check one):**

- |   |  |
|---|--|
| <input type="checkbox"/> Wholesale Distribution of Oil                                      | <input type="checkbox"/> Oil Storage/Public Facility                     |
| <input type="checkbox"/> Retail Distribution of Oil   |  |
| <input type="checkbox"/> Oil Storage at a Commercial Establishment for On-site Consumption  | <input type="checkbox"/> Oil Storage/Federal Facility                    |
| <input type="checkbox"/> Oil Storage at an Industrial Establishment for On-site Consumption | <input type="checkbox"/> Oil Storage/State facility                      |
| <input type="checkbox"/> Oil Storage at a Single Family Residence                           | <input type="checkbox"/> Oil Storage/Municipal or Public School Facility |
| <input type="checkbox"/> Oil Storage/Farm   |  |
| <input type="checkbox"/> Oil Storage at a Multi-family Residence.                           |  |

## **8. ADDITIONAL INFORMATION**

**The following information is required for all new and replacement facility registrations or piping upgrades/extensions.**

- A. A scale drawing of the proposed facility tied to a property marker or other permanent structure. The drawing must show the proposed location of all new or replacement tanks, piping and dispensers and other facility components intended to contain product (either as a liquid or vapor) relative to other site features, including existing tanks, piping and dispensers, buildings, monitoring wells and adjacent roads. The drawing must also show distances and bearings to private wells within 300 feet and public water supplies within 1000 feet of the facility's footprint. The proposed location of any new or replacement tanks, piping runs and dispensers should be marked onsite.

B. **INDIVIDUAL TANK, TANK CHAMBER AND PIPING DATA:** Complete this page for *each* tank, tank chamber and associated underground piping, using the codes in the table below. Copy this page as needed for facilities with multiple aboveground motor fuel tanks connected to underground piping.

TANK # \_\_\_\_\_, CHAMBER # \_\_\_\_\_

<p><b>A. Aboveground Storage Tank Type</b></p> <input type="checkbox"/> A.= Steel - bare or asphalt coated <input type="checkbox"/> C.= Cathodic-Single Wall <input type="checkbox"/> E.= Fiberglass-Single Wall <input type="checkbox"/> G.= Fiberglass-Double Wall <input type="checkbox"/> V.= Jacketed - Double Wall <input type="checkbox"/> W.= Cathodic Steel - Double Wall <input type="checkbox"/> N.= Other	<p><b>E. Product Stored in Aboveground Storage Tank/Chamber and Conveyed by Underground Piping</b></p> <input type="checkbox"/> 19.=Unleaded Plus Gasoline <input type="checkbox"/> 23.=Unleaded Regular Gasoline <input type="checkbox"/> 24.=Aviation gasoline <input type="checkbox"/> 25.=Jet Fuel <input type="checkbox"/> 28.=Unleaded Premium Gasoline <input type="checkbox"/> 29.=Diesel <input type="checkbox"/> 99.=Other (please specify)	<p><b>J. Date Aboveground Storage Tank Installed</b></p> <p><b>K. Aboveground Storage Tank Orientation</b></p> <input type="checkbox"/> 1. Horizontal <input type="checkbox"/> 2. Vertical
<p><b>B. Underground Piping Type</b></p> <input type="checkbox"/> A.= Steel - bare or asphalt coated <input type="checkbox"/> C.= Cathodic-Single Wall <input type="checkbox"/> D.=Steel w/secondary <input type="checkbox"/> E.= Fiberglass-Single Wall <input type="checkbox"/> G.= Fiberglass-Double Wall <input type="checkbox"/> V.= Jacketed - Double Wall <input type="checkbox"/> W.= Cathodic Steel - Double Wall <input type="checkbox"/> O.=Copper <input type="checkbox"/> X.=Flexible Single Wall <input type="checkbox"/> Y.=Flexible-Double Wall <input type="checkbox"/> Z.=Copper w/secondary <input type="checkbox"/> N.= Other	<p><b>F. Aboveground Storage Tank Status</b></p> <input type="checkbox"/> A.=Planned <input type="checkbox"/> B.=Active <input type="checkbox"/> C.=Out of Service(Empty and fills locked) <input type="checkbox"/> D.=Abandon in Place (Filled) <input type="checkbox"/> E.=Planned for Removal <input type="checkbox"/> F.=Removed (Date)	<p><b>L. Aboveground Storage Tank Secondary Containment</b></p> <input type="checkbox"/> 1. Dike, earth <input type="checkbox"/> 2. Dike, metal <input type="checkbox"/> 3. Dike, concrete <input type="checkbox"/> 4. Double-walled tank <input type="checkbox"/> 5. None <input type="checkbox"/> 6. Remote impoundment
<p><b>C. Aboveground Storage Tank/Chamber Size (gals.)</b></p> <p><b>D. Aboveground Storage Tank Leak Detection</b></p> <input type="checkbox"/> 0.=Unknown <input type="checkbox"/> 7.=Secondary Containment-Continuous Electronic Monitoring <input type="checkbox"/> 8.=Secondary Containment - Manual Monitoring <input type="checkbox"/> 10.=None	<p><b>G. Pump Type:</b></p> <input type="checkbox"/> (1) Suction <input type="checkbox"/> (2) Pressure	<p><b>M. Aboveground Storage Tank Weather Protection</b></p> <input type="checkbox"/> 1. Indoors <input type="checkbox"/> 2. No protection <input type="checkbox"/> 3. Roof only <input type="checkbox"/> 4. Roof with walls <input type="checkbox"/> 5. Tank building
	<p><b>H. Underground Piping Leak Detection</b></p> <input type="checkbox"/> 0.=Unknown <input type="checkbox"/> 7.=Secondary Containment-Continuous Electronic Monitoring <input type="checkbox"/> 8.=Secondary Containment - Manual Monitoring <input type="checkbox"/> 10.=None	<p><b>N. Underground Piping Status</b></p> <input type="checkbox"/> A.=Planned <input type="checkbox"/> B.=Active <input type="checkbox"/> C.=Out of Service (Empty and capped off) <input type="checkbox"/> D.=Abandon in Place (Filled with sand or concrete) <input type="checkbox"/> E.=Planned for Removal <input type="checkbox"/> F.=Removed (Date)
	<p><b>I. Aboveground Storage Tank/Chamber Overfill Protection</b></p> <input type="checkbox"/> 2=Electronic Audible/Visual Alarm @ 90% Cap <input type="checkbox"/> 7.=Vent Whistle <input type="checkbox"/> 9.= Level Gauge <input type="checkbox"/> 10.= none	<p><b>O. Date Underground Piping Installed</b></p>

- 9. MAKE TWO (2) COPIES OF THIS FORM.** Submit the original to: Maine Department of Environmental Protection, BRWM, Tank Registration Unit, 17 State House Station, Augusta, ME 04333-0017. Send one (1) copy to the local Fire Department having jurisdiction. Retain the third copy for your records. For new and replacement underground piping, the registration form is due at least ten (10) business days prior to installation.
- 10.** Your registration shall not be considered complete and will be returned to if all items above are not completed.
- 11. IF NEW, REPLACEMENT OR RETROFITTED PIPING IS INCLUDED WITH THIS REGISTRATION, PLEASE PROVIDE:**

A. Name of Installer:
-----------------------

B. Installer ID Number:	Date of Planned Installation:
-------------------------	-------------------------------

- 12. CERTIFY THIS FORM BY SIGNING.** By signing this form, I, the piping registrant, certify that all information is accurate and complete to the best of my knowledge, and that I will comply with all applicable federal, state, and local laws and regulations concerning underground piping. The owner or operator is required by Maine statutes to file an amendment to this registration with the Department of Environmental Protection immediately upon any change of information contained in this form.

\_\_\_\_\_  
 Owner or Authorized  
 Employee of the Owner

\_\_\_\_\_  
 Title (Please print or type)

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date