



**CHARLOTTE FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE
500 DALTON AVE
CHARLOTTE, NC 28206**



Tank Installation and Removal Instructions

Tank Installation Requirements

All communication and documentation in reference to tank installations must be sent to fmhazmat@charlottenc.gov.

Plans-Submittal Requirements

The installation of either below-ground or above-ground tanks shall require the submittal of plans to Mecklenburg county's Land Use and Environmental Services Administration (LUESA). This is necessary since several trades (building, electrical, fire, etc.) may be involved with the review process. Work shall NOT proceed on any new installation until such plans are submitted and approved by all applicable trades.

Note: Plans shall include all related tank equipment (pumps/dispensers, wiring methods, etc.).

Site Inspections

Installations will require several site visits by the area fire inspector to ensure compliance with all applicable provision of the fire code. Once the inspection and approval process by our office is warranted, you may contact the Fire Marshal's Office Hazardous Inspections Team (HIT) by emailing fmhazmat@charlottenc.gov to arrange for your site inspections. The approved plans shall be on site for the inspector's reference.

Please make sure you read the "Regulations for A/G and B/G Tank Installation" before contacting our office.

Tank Removal and Safeguarding Requirements

All communication and documentation in reference to tank installations must be sent to fmhazmat@charlottenc.gov.

The removal of below-ground or above-ground tanks previously used for the storage of hazardous materials require that a Tank Removal Permit be applied for and obtained from our office, prior to the start of the project.



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Process

Contact the Fire Marshal's Office Hazardous Inspections Team by emailing fmhazmat@charlottenc.gov for scheduling a tank removal/abandonment inspection. The Tank Removal Application must be completed and mailed or emailed to our office and payment must be received, check if emailing application or Visa/Mastercard by calling 704-336-2101 if emailing application, in order for us to process your application. The guidelines established in the "Permitting and Safeguarding Tanks" document must be followed during the duration of the project or a "Stop Work Order" may be issued on the site.