



Department of Natural Resources
and Environmental Control
Tank Management Section
391 Lukens Drive
New Castle, DE 19720
302-395-2500 (phone)
302-395-2555 (fax)
www.dnrec.delaware.gov/Tanks/

New UST Installation Submittal and Approval Checklist

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- Prior to the installation of any UST System a site survey shall be initiated by the Facility Owner and Operator. The pre-installation site survey shall be conducted to determine the locations of nearby buildings, underground utilities and sewer lines.
- Private/public drinking water wells, rivers, streams, lakes, canals, and other environmentally sensitive locations shall be recorded and incorporated into the design of the UST System Facility.
- UST System Owners and Operators shall notify the Department at least thirty (30) days prior to installation of all UST Systems. All New UST installations are subject to Department review and approval prior to commencing construction. Notice shall include the tax identification number and a site plan showing the facility layout and the location of any storm water retention systems. The scale of the site plan shall be one inch to ten feet or less (1 inch-10ft.). The basic submittal at a minimum shall include the following:
 - The information determined from the pre-installation site survey as described above; and
 - All new UST installation submittals for facilities located on “Virgin” sites are subject to an internal review by DNREC’s Division of Water Resources Water Supply Section in accordance with their Source Water Assessment and Protection Program; and
 - All new UST installation submittals are subject to an additional Department GIS review to determine location of drinking water wells and aquifers in relation to the UST System to determine if the vent line(s) are required to be double walled; and
 - Storm water retention systems are to be sited such that surface fuel spills will not be routed into storm drains. Consideration is also to be given to previously contaminated sites and future underground releases. Storm water retention systems should also be located and installed such that existing underground contamination and future underground releases will not be routed directly to these storm water retention systems. Provide the appropriate information demonstrating how these requirements will be met; and
 - Tanks, product lines, vapor manifold piping and vapor return lines are all required to be double walled. Include the leak detection method(s) to be used; and



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- Drawing(s) showing x-section of how the tanks will be installed, size and location of tanks including tank dimensions, depth of cover, empty tank weight, tank manufacturer and tank type and all necessary details for clarity; and
- Drawing(s) showing all tank top openings including identification of all openings; and
- Drawing(s) showing the UST System installation location, streets, roads, other properties bordering the construction site; and
- Drawing(s) showing the piping dimensions and layout in relation to the tanks and dispensers. Include necessary details for clarity; and
- Drawing(s) showing the dimensions and locations of vents. If vents are required to be double walled, a transition sump shall be installed at the base of the vent riser. Vents are subject to a maximum height of 12 feet. Include necessary details for clarity; and
- Type of Regulated Substance to be stored must be included. Any alternative fuel above the base fuel is required to be separate from the base fuel system (contact the Department Engineer for details). All alternative fuel components are required to be UL or other 3rd Party approved and compatible with the product stored. Include proof of compatibility for all components; and
- Drawing(s) showing the location of dispensers in relation to the tanks. Include necessary details for clarity; and
- Drawing(s) showing the location of overfill devices, spill prevention system and monitoring devices including dimensions of spill containment devices and sumps. Include necessary details for clarity; and
- Provide a compilation of materials of construction for all tank(s), lines and associated appurtenances, including manufacturer name, model numbers, catalog cut sheets and any additional manufacturer information requested by the Department. Only components which are UL or other 3rd Party approved and compatible with the product stored may be used; and
- Drawing(s) showing the location of and access to check valves, antisiphon valves, automatic line leak detectors, and flexible connectors. Include necessary details for clarity; and
- Drawing(s) showing location of Cathodic Protection components and test stations if applicable; and



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- Location of utilities (both above and underground); and
- Location of electrical service components; and
- Drawing(s) showing details and dimensions of any anchoring method including hold down pads, cover pads or dead men and electrical isolation methods associated with the anchoring system if applicable. Tank cover pads subject to any vehicle traffic shall be a minimum of 8 inches thick. All new UST's must pass floatout calculations performed by the Department. The metallic components of hold down systems required to be installed to pass the floatout calculations are subject to cathodic protection (contact the Department Engineer for requirements). Include necessary details for clarity; and
- Location of nearby private/public drinking water wells, surface water bodies and proof that a water resources review was conducted in accordance with the UST Regulations; and
- Only Delaware UST Certified Contractors may be utilized.*** The installation contractor is required to certify in writing that all product, vapor manifold, vapor return and vent lines meet the minimum slope of 1/8 inch/foot back to the tank(s); and
- Stage I and II Vapor Recovery is a State of Delaware requirement for all ethanol blends. Stage I systems are required to be Dual Point. Stage II Systems must be consistent with its associated CARB Executive Order. There is a fee of \$120.00 for each Stage I and Stage II permit. Facilities located on "Virgin" sites are subject to a public notification requirement. There is an additional \$250.00 fee for the public notice and must be a separate check; and
- If the UST system facility will operate unattended, the Department Engineer must be contacted to obtain specific requirements for this situation; and
- A pre-submittal installation meeting with the Department Engineer is strongly recommended.***