

PROCEDURE FOR APPLICATION FOR A TANK PERMIT

A Tank Permit is required for the removal and/or installation of all combustible and flammable liquid storage tanks.

Only applications for the installation of above ground, exterior storage tanks must be approved by the Board of Architectural Review **PRIOR** to the issuance of a Building Permit. Said Board of Architectural Review meets on the **1ST AND 3RD TUESDAY** evening at 8:00 P.M. with the exception of July and August when they may only meet once during each of those periods.

All applications must be reviewed by the Building Inspector for compliance with the applicable Building Codes and Zoning Ordinances prior to placement on the B.A.R. agenda and/or issuance of a tank permit.

The application shall be filled out completely and legibly with three sets of plans containing the following information:

- 1) Survey or site plan of the property and the structures thereon showing the location of the tanks to be removed and/or installed.
- 2) For above grade exterior storage tanks; photographs of the site where the placement of the tank is proposed.
- 3) The complete address and telephone number of the applicant, property owner, architect, and contractor. Note: If the applicant is not the owner, a letter of permission from the property owner is required.
- 4) The installation of storage tanks over 1000 gallons shall require plans prepared by a licensed architect or engineer.
- 5) Application must be accompanied by the **REQUIRED \$75.00 FILING FEE PLUS THE PERMIT FEE OF \$20.00 PER THOUSAND COST OF WORK.** Call the building department for the proper amount.

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A. Failure to comply with the above may result in unnecessary delay in the consideration of your application by the Building Inspector and/or Board of Architectural Review.

B. The Building Department will not accept any application that does not include all of the foregoing.

C. The applicant or a representative is **required to** attend the Board of Architectural Review meeting.

D. Upon denial or amendment by the Building Inspector or Board of Architectural Review, the applicant may appeal in person at the next regular scheduled meeting of the Zoning Board of Appeals.

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IF YOU WILL BE USING VEHICLES IN EXCESS OF 10 TONS MORE THAN ONCE IN A SINGLE WEEK, YOU MUST FILE A BOND AS PER ARDSLEY VILLAGE CODE, SECTION 190-14.

COMPLETE THIS SECTION FOR TANK REMOVAL:

Location of tank: _____

Description of tank (size usage etc.): _____

How will tank be disposed of: _____

COMPLETE THIS SECTION FOR TANK INSTALLATION:

Location of tank: _____

Use and capacity of tank: _____

Make and model of tank: _____

Use of Building: _____

Who will supervise the work: _____ (contractor, builder, architect, etc.)

Architect (print name) _____ Phone # _____

Address of architect: _____ License # _____

City: _____ State: _____ Zip: _____

Engineer (print name) _____ Phone # _____

Address of engineer: _____ License # _____

City: _____ State: _____ Zip: _____

Contractor (print name) _____ Phone # _____

Contractor Address: _____ City: _____ State: _____ Zip: _____

Westchester County Home Improvement License # _____ Expiration date _____

<u>TYPE OF INSURANCE</u>	<u>POLICY #</u>	<u>EXPIRATION</u>	<u>INSURANCE COMPANY</u>
Workmen's Compensation	_____	_____	_____
Disability Benefits Insurance	_____	_____	_____
General Liability	_____	_____	_____

NOTE: Applicant must furnish Certificates of Insurance evidencing the above coverage prior to issuance of permit.