



PHASE II ENHANCED VAPOR RECOVERY SYSTEM INSTALLATION PLAN CHECK REQUIREMENTS

For Use Within Los Altos, Los Altos Hills, Monte Sereno, Palo Alto, Saratoga, and in Unincorporated Areas of Santa Clara County, Including Moffett Field, San Martin, and Stanford. Authority Cited: Title 23, Division 3, Chapter 16 California Code of Regulations; Chapter 6.7 Health and Safety Code; California Fire Code

This document describes Hazardous Materials Program plan check requirements for installation of Phase II Enhanced Vapor Recovery (EVR) systems. A permit is required from the Hazardous Materials Compliance Division (HMCD) in addition to the Building Permit issued by the Santa Clara County Office of Development Services or applicable City Building Department. Plan check approval shall also be required from the applicable Fire Marshal Office. All documents referenced in these requirements are available at www.EHinfo.org/hazmat.

A. Submittals

Prior to construction, the following documents shall be submitted to HMCD:

1. A completed Hazardous Materials Construction Permit Application, completed Hazardous Materials Tank System Installation/Upgrade Equipment List form, equipment specifications (i.e., cut sheets); and detailed plans in accordance with HMCD's Plan Submittal Requirements for Hazardous Materials Systems. Plans (preferably 11" x 17" or smaller) shall include a site plan with equipment installation location; an elevation drawing showing building and/or cross section of proposed equipment; piping diagrams showing tie-ins to existing piping, distances from equipment to vent stacks, property lines and dispensers; vehicle protection details; and hazard signage.
2. Proof that a permit application has been submitted to the Bay Area Air Quality Management District (BAAQMD);
3. Payment of the HazMat plan check fee. Make checks payable to Santa Clara County HMCD.

B. Fees

The hazardous materials plan check fee depends on the project scope. HMCD staff time associated with re-inspections or in excess of pre-paid minimums will be billed on an hourly basis.

Project Scope	HazMat Plan Check Fee*	Included Hours
Installation of EVR equipment, hanging hardware, and installation/upgrading of leak detection monitoring equipment, and/or minor modifications to below-grade UST systems (e.g., vapor recovery piping replacement/modification)	\$ 361.00	3
Extensive below-grade modifications (e.g., new sumps, under-dispenser-containment systems, product piping)	\$ 842.00	7
Reinspection or time above pre-paid minimums (1 hour minimum)	\$ 120.00/hour	1

* These fee amounts are effective through June 30, 2010.

C. Additional Requirements

1. If the facility's existing UST monitoring system will be removed or retrofitted in a manner that will result in loss of system setup and/or alarm history data, the contractor performing the upgrade shall print out two (2) copies each of the system setup report, system alarm report, and leak sensor alarm history report prior to modifying the system. One copy of each report shall be provided to the UST operator to be kept with the facility's UST monitoring records, and the other copy shall be provided to HMCD.
2. At the time of system cold start, the monitoring system console, all leak detection sensors, electronic line leak detectors, automatic tank gauging probes for single-wall USTs, and overflow alarm equipment shall be recertified by a UST Service Technician meeting the requirements of 23 CCR §2715(i). System cold start testing shall be coordinated with an inspection by HMCD and documented on a Monitoring System Certification form.
3. Inspections must be scheduled at least two (2) working days in advance.
4. The BAAQMD requires that the EVR system be installed within 100 feet of the UST vent stack.
5. The following California Fire Code requirements apply to EVR installations:
 - All components shall be individually listed for their intended use.
 - EVR systems that introduce air into the underground piping or storage tanks shall be provided with equipment for the prevention of flame propagation.
 - Systems shall be located at or above grade.
 - EVR systems shall be located not less than 10 feet from nearest building or lot line of property which can be built upon. *[Exception: Where the required distances cannot be obtained, means shall be provided to protect equipment against fire exposure. Acceptable means shall include, but not be limited to, an approved protective enclosure which extends at least 18 inches above the equipment. constructed of fire resistant or noncombustible materials or fire protection using an approved spray system.]*
 - EVR systems shall be located a minimum of 20 feet from dispensing devices.
 - Systems shall be protected against physical damage by guard rails, curbs, protective enclosures or fencing. Where approved protective enclosures are used, a means shall be provided to ventilate the enclosure, preventing the trapping of flammable vapors.
 - Additional requirements may be imposed if the EVR system is located down slope of a fuel transfer area.
 - EVR systems shall be securely mounted on concrete or other noncombustible foundations as approved by the applicable local Building Authority.
 - Piping in a mechanical assist system shall be in accordance with CFC §3403.6.
 - The following signage, visible at 20 feet, shall be affixed to the tank or enclosure:

EVR SYSTEM — NO SMOKING