



DEPARTMENT OF ENVIRONMENT

*Petroleum Storage Report
Wellfield Protected Area Designation Order*

Site Address:
Site Property Identification Number:
Date:
DENV File Number:

□ PRE-EXEMPTION REPORT

A report which fully describes the petroleum storage system and confirms that the system is in compliance with all applicable laws, standards and regulations. This report must be prepared by Registered Professional Engineer or Geoscientist and be submitted within one year of the date of designation to the Regional Water Planning Officer or municipal delegate.

□ ANNUAL AUDIT REPORT

The exemption holder must acquire an annual report, prepared by a Registered Professional Engineer or Geoscientist, for the duration of the exemption. This report is to be sent to the municipal delegate or the Regional Water Planning Officer. The first report is due one year after the issuance of the exemption. The report must state that: (a) the liquid petroleum storage tanks and associated infrastructure are in satisfactory condition; (b) the practices of product delivery, handling, storage, utilization and transfer are consistent with the protection of the ground and groundwater from contamination; (c) no further actions are required to reduce the risk of ground and groundwater contamination to acceptable levels; and (d) the liquid petroleum storage tanks and associated infrastructure are in full compliance with all applicable laws, standards and regulations.

PETROLEUM STORAGE WITHIN WELLFIELD PROTECTED AREAS

Section 14 of the *Clean Water Act* provides the Minister of the Department of Environment (Minister) with the authority to make an Order designating, as a protected area, all or any portion of the groundwater recharge area of a municipal wellfield. Pursuant to that section, the Wellfield Protected Area Designation Order – *Clean Water Act* (Order) came into force on October 1, 2000.

The Order provides standards for chemical and petroleum storage and land use activities within designated wellfield areas for the purpose of protecting the quality and quantity of drinking water. The Order subdivides each designated municipal wellfield area into Zone A, Zone B and Zone C. Zone A lies closest to the wellhead and therefore requires the greatest protection. The Order prohibits any activity, thing or use that is not expressly permitted in a designated wellfield.

The Order authorizes the storage of petroleum on parcels of land located within Zones A, B and C in quantities of 25, 1200 and 2000 litres, respectively (paragraphs 5(h), 6(1)(c) and 7(1)(a) of the Order). Existing and new petroleum storage facilities that exceed the permitted quantities require an exemption. Section 14.1 of the *Clean Water Act* allows the Minister to grant exemptions to persons who cannot comply with the Order.

Specific conditions must be met before the Minister will approve an application for an exemption of petroleum storage. These conditions, for both existing and new petroleum storage facilities, are outlined in the Department's 'Policy on Petroleum Storage within a Wellfield Protected Area' (Policy). The Policy outlines the specific conditions which must be met in Zones A, B, and C based on the volume of stored petroleum products.

All exemption requests to the Minister, with the exception of 26-1200 Litres in Zone A and 76-1200 Litres in Zone B require the applicant to acquire a Pre-Exemption Report within one year of the date of designation. Following the issuance of the exemption an Annual Audit Report will be required for the duration of the exemption. Both reports shall be prepared by a Registered Professional Engineer or Geoscientist in the Province of New Brunswick. The format of these reports is shown in the following six sections. The information requested in the following sections is considered the minimum level of information required by the Minister for both reports.

This form can be downloaded from the Province of New Brunswick web site at:

<http://www.gnb.ca/environment>

Hard copies of this form are available by mail from:
Water Planning Section -Sustainable Planning Branch
NB Department of Environment
20 McGloin St, 3rd floor,
Fredericton N.B.
or phone: (506) 457-4846.

PART 2 of 6: ENVIRONMENTAL DOCUMENTATION

A. ENVIRONMENTAL ASSESSMENT	
Have any environmental investigations been carried out at the subject facility?	
Yes	No
If yes, please complete section B	

B. MANAGEMENT OF CONTAMINATED SITES	
As a result of the environmental assessment, has there been any site remediation required?	
Yes	No
When:	
If yes, has the site been remediated and a Record of Site Condition submitted?	
Yes	No
Date:	
Has a Record of Site Condition been accepted by DENV?	
Yes	No
Date:	
DENV Remediation File Number:	

PART 3 of 6: SITE INFRASTRUCTURE

The following sections provide specific details on the subject facility, focusing on the petroleum storage facilities. Additional details (if required) should be attached to this application along with the required Site Plan and Site Contingency /Emergency Response Plan.

History of facility:

Site Infrastructure: (Details of all piping, tanks, electrical and mechanical associated with the petroleum storage system)

Site Operations:

Product Inventory Control Measures:

- Site Plan (attach a copy of the current site plan)

Site Plan should show physical layout of the facility, the location and contents of each storage container, all tank, piping, buildings, underground services, corrosion protection equipment, and dikes (where applicable). Also show location of all existing and abandoned/decommissioned monitor wells.

- Site Contingency/Emergency Response Plan (attach a copy of the Site Contingency/Emergency Response Plan). Refer to Appendix A for further details.

PART 4 of 6: INVENTORY of STORED PETROLEUM PRODUCTS

A. UNDERGROUND STORAGE TANKS						
Tank Description	Tank #1	Tank #2	Tank #3	Tank #4	Tank #5	Tank #6
Capacity (litres)						
Product Stored*						
Age of Tank						
Manufacturer						
Single Walled						
Double Walled						
Tank Material						
Steel						
Fibreglass						
Composite						
Tank Protection						
Impressed Current						
Sacrificial Anode						
Pumping System						
Submersible						
Suction						
Gravity						
Product Piping System						
Above Ground						
Galvanized steel-single wall						
Bare steel-single wall						
Copper						
Below Ground						
Fibreglass-single wall						
Fibreglass-double wall						
Galvanized steel-single wall						
Galvanized steel-double wall						
Bare steel-single wall						
Bare steel-double wall						
Copper-with containment						
Flexible						
Product Piping Protection						
Cathodic protection						

* Product Stored: Gasoline Non-leaded (Regular – Mid-grade – Supreme), Diesel, Heating Oil, #6 Oil, Kerosene, Waste Oil, Bunker C, Other (Specify)

Additional Information: Please provide warranty information for all tanks on-site. _____

PART 5 of 6: OPERATIONS/INVENTORY MANAGEMENT

A. RELEASE/SPILL DETECTION

Methods	Yes/No	Frequency of monitoring	Product Loss Detected	Corrective Action
Interstitial Monitoring				
Automatic Tank Gauging				
Groundwater Monitoring				
Manual Tank Gauging				
Other(Describe)				
Spills (Visual Observations)				

B. TANK TESTING

Has tank tightness testing been carried out at the requesting facility?

- Yes No

Date:

Results:

Copies of tank testing results should be included with the Report.

C. RECORD KEEPING

All facilities must be able to provide annual reports when requested by DENV. Records must be maintained for any repairs, sampling and testing, groundwater monitoring, and product loss/dip records and release detection. Records must also be maintained of calibration and maintenance of release detection equipment.

Are records of product inventory available for previous 12 months?

- Yes No

Do records indicate any uncontrolled release of petroleum product in last 12 months?

- Yes No

If yes, describe uncontrolled release.

Has uncontrolled release been reported to DENV?

- Yes No

Has uncontrolled release been remediated?

- Yes No

D. SITE CONTINGENCY/EMERGENCY RESPONSE PLANS

Does the facility have a site contingency / emergency response plan that meets the minimum requirements as set out in Appendix A Yes No

Comments:

Part 6 of 6: SUMMARY STATEMENT BY SITE PROFESSIONAL

Based on the available documentation and information for the facility, the undersigned Site Professional states that:

1. The liquid petroleum storage tanks and associated infrastructure are in satisfactory condition.

Yes No

2. The practices of product delivery, handling, storage, utilization and transfer are consistent with the protection of the ground and groundwater from contamination.

Yes No

3. Further actions are required to reduce the risk of ground and groundwater contamination to acceptable levels?

Yes No

4. The liquid petroleum storage tanks and associated infrastructure are in compliance with all applicable laws, standards and regulations.

Yes No

If the answer to any of the above questions is no, please detail the deficiencies and recommended corrective action(s) in the table below:

Deficiency	Recommended Corrective Action(s)

Signature: _____

Date: _____

Name:
APEGNB Membership No:
Company:
Address:
Professional seal

Statement of Limitations

(Please provide a Statement of Limitations associated with the work undertaken in the preparation of this report)

Appendix A

SITE CONTINGENCY/EMERGENCY RESPONSE PLANS

All facilities requesting exemption must implement a Contingency /Emergency Response Plan which will be activated immediately upon detection of a chemical product release. The plan must have the full approval of management at a level of authority to commit the necessary resources to fully implement the provisions of the plan.

As a minimum the plan **must** contain:

- ❑ Outline of the type of petroleum product in each container and its storage capacity.
- ❑ Release prevention measures, including procedures for the routine handling of products. Complete discussion of conformance with the applicable requirements and other effective release prevention and containment procedures.
- ❑ Confirmation that personnel have been trained in the operation and maintenance of equipment to prevent discharges, discharge procedure protocols, and applicable environmental laws and regulations.
- ❑ Confirmation that personnel are familiar with general facility operations and with the contents of the facility Contingency/Emergency Response Plan
- ❑ Confirmation that a person (name) has been designated to be accountable for discharge prevention and reports to facility management.
- ❑ Contact list and phone numbers for the facility response coordinator, cleanup contractors with whom agreements are in place to respond, and all appropriate federal, provincial, and municipal agencies who must be contacted in case of a release.
- ❑ Information and procedures for a person reporting a release to relate information about:
 - Exact address or location and phone number of the facility.
 - Date and time of the discharge.
 - Type of petroleum product discharged.
 - Estimates of the total quantity discharged.
 - Source of the discharge.
 - Actions used to stop, remove, and mitigate the effects of the discharge.
- ❑ Appropriate spill containment, diversionary structures, or other equipment are provided and discussed.

All plans must contain a commitment by the Applicant to provide the required manpower, equipment, and materials to expeditiously control and remove any quantity of petroleum product released that may be harmful to human health or the environment. The plan should be prepared in accordance with good engineering practices.