



**Regional Municipality of Wood Buffalo  
Fire Prevention Branch  
Aboveground & Underground Fuel Storage Tank Permit Application**

Type of Permit:

Aboveground Tank                      Underground Tank                      Piping Replacement

Permit Location: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Size of Tank(s), Contents, Design Standard, Serial No.:

Permanent Installation:              Yes                      No                      Expected Removal Date:

Tank Installer: \_\_\_\_\_ Certification No.: \_\_\_\_\_

Drawing Stamped: \_\_\_\_\_ P. Eng. Name: \_\_\_\_\_

P. Eng. License No.: \_\_\_\_\_

The personal information on this form is collected under the authority of Section 33(c) of the Alberta *Freedom of Information and Protection of Privacy Act*. The personal information will be used for inspection, billing, and issuing purposes. If you have any questions regarding the use of this information, contact the Fire Prevention Branch at Fire Hall #5, 200 Sapræe Creek Trail, Fort McMurray, AB T9H 4P1, or call (780) 792-5519.

**Regional Municipality of Wood Buffalo  
Regional Emergency Services**

200 Sapræe Creek Trail  
Fort McMurray, Alberta T9H 4P1  
Phone: 780-792-5519

[RESFire.PreventionBranch@rmwb.ca](mailto:RESFire.PreventionBranch@rmwb.ca)





## Application Checklist

The following is a permit application checklist for the installation of aboveground fuel storage tanks (ASTs) and underground fuel storage tanks (USTs), whether permanent or temporary.

A development permit from the Regional Municipality of Wood Buffalo may be required for the installation of an AST or UST on a property where no previous fuel storage facilities were located, or fuel storage capacity is being increased or relocated. Contact Planning and Development at [permit.inquiries@rmwb.ca](mailto:permit.inquiries@rmwb.ca) or at 780-799-8695.

The Fire Prevention Branch requires a permit for any new or replacement installation of ASTs and USTs and for the removal of any USTs.

The permit application shall be accompanied by the following:

1. One site diagram, showing the location of all tanks in reference to structures and property lines, grading and drainage details, and the location of crash protection.
2. Tank specification sheet and diagrams.
3. All piping schematics.

An engineer stamp is required on drawings for any AST greater than 8,000 L capacity or 20,000 L aggregate capacity for one site. An engineer stamp is required for all UST and dispensing systems drawings and schematics.

All ASTs and USTs shall be listed in accordance with the Underwriter's Laboratories of Canada (ULC) standards in Division B, Section 4.3 of the National Fire Code – 2023 Alberta Edition [NFC(AE)].

Only approved persons are considered qualified to install, remove, repair, or maintain tank systems. The following shall be submitted with the permit application: Name of contractor, name of Company, and installer certification number. The following are the only acceptable qualifications:

1. Canadian Petroleum Contractors Association (CPCA)
2. Technical Standards and Safety Authority (TSSA)
3. Petroleum Tank Management Association of Alberta (PTMAA)\*  
\*Only valid until December 31, 2025

One of the following reports must be submitted to the Fire Prevention Branch following the UST installation completion:

1. Installer's verification letter, including pressure test and precision leak detection test reports.
2. Engineer's verification letter, including pressure test and precision leak detection test reports.
3. 3rd party verification letter, including pressure test and precision leak detection test reports.

The Fire Prevention Branch shall conduct a final inspection of the installation. The permit holder must request a final inspection within 90 days. A Certificate of Compliance will be issued after the inspection is finalized.

Applicant Signature:

Date:

### **Regional Municipality of Wood Buffalo Regional Emergency Services**

200 Sapræ Creek Trail  
Fort McMurray, Alberta T9H 4P1  
Phone: 780-792-5519

[RESFire.PreventionBranch@rmwb.ca](mailto:RESFire.PreventionBranch@rmwb.ca)

