



Minnesota
Pollution
Control
Agency

Fiberglass Fabricators Audit Checklist – Storage Tanks

Small Business
Assistance
Program

Environmental Audit/Industry Specific/#3.06/November 2000

Date of Evaluation	
Company	
Completed by/Title	

Answer each question unless specifically directed otherwise.

Minnesota Pollution Control Agency (MPCA) environmental audit checklists are designed to assist businesses by providing a low cost way of reviewing compliance with Minnesota's environmental laws and rules. Because the laws and rules are numerous and often complicated, this checklist cannot be a complete guide to your legal obligations. You may have obligations that are not covered on this checklist. If you have questions regarding this checklist, your obligations, or conditions you discover when you evaluate your business operations, call the Small Business Assistance Program (SBAP) at (651) 282-6143 or 1 (800) 657-3938.

For additional information on pollution prevention and waste minimization, contact the Minnesota Technical Assistance Program (MnTAP) at (612) 624-1300 or 1 (800) 247-0015.

1. Do you use totes?

Tote tanks are generally small and owned by the product supplier. The supplier fills a tank with a product and delivers the filled tank to the user. When the tote tank is empty, the supplier replaces the empty tank rather than refilling it on site. The same tank does not stay at a given facility for any longer than it takes to use the product in the tank.

- YES** Go to question 2.
 NO Skip to question 3.

2. Do the totes you use meet the following criteria?

- They are not filled or refilled at your site.
 - They are 1,100 gallons or less in capacity.
 - They are located at your site for less than 180 days.
- YES** These tote tanks are **exempt** from the aboveground storage tank (AST) rules. The Minnesota Pollution Control Agency (MPCA) will not require these tote tanks to be registered.
- NO** These tote tanks are considered **regulated** ASTs. The MPCA will require these tote tanks to be registered. These tote tanks should be included in your evaluation as you complete the rest of this checklist.

3. Do you have any storage tanks on site?

- YES** You need to complete this checklist.
 NO You do not need to complete this checklist.





4. Do you have any storage tanks that hold a hazardous waste?

YES

- You need to complete a hazardous waste checklist more detailed than the one provided with this set of checklists for fiberglass fabricators.
- Complete either
 - *Minnesota Very Small Quantity General Hazardous Waste Generator Checklist,*
 - *Minnesota Small Quantity General Hazardous Waste Generator Checklist,* or
 - *Minnesota Large Quantity General Hazardous Waste Generator Checklist.*
- In addition, if your company qualifies as a large quantity generator, you need to complete the *Tanks at a Large Quantity Generator – Inspection Checklist.*
- The Small Business Assistance Program (SBAP) can provide you with hard copies of any of these general hazardous waste checklists, or you can find them on the Internet at www.pca.state.mn.us/programs/audit_p.html.
- Call SBAP, or your hazardous waste staff, if you need help determining which of these checklists fits the hazardous waste generation size of your business. See the contact list on page 3.

NO You are not affected by hazardous waste regulations specific to tank storage.

NOTE: We recommend that you mark your tanks with a clear description of their contents. Checklists specify when markings are required.

Aboveground Storage Tanks

5. Do you have any aboveground storage tanks that hold at least 110 gallons?

YES

- Each of these tanks must be registered with the MPCA using the Aboveground Storage Tank Notification Form.
 - The Small Business Assistance Program (SBAP) can supply this form or determine if your tanks are already registered. You can also find this form on the Internet at www.pca.state.mn.us/cleanup/ast.html
- NO**
- MPCA aboveground storage tank requirements do not apply to your tanks.
 - If you have an aboveground tank that holds less than 110 gallons, use the same safeguards you use for containers.
 - Skip to question 6.

NOTE:

- *Climbing or leaning into tanks can be very dangerous. Tanks are confined spaces. Do not enter or lean into a tank without completing air testing to make sure it is safe. You need to use special equipment and follow emergency procedures to enter a tank.*
- *Occupational Safety and Health Administration (OSHA) regulations address entering confined spaces and labeling them.*
- *Contact the OSHA Consultation office at (651) 297-2393 or (800) 657-3776, for assistance with confined space issues.*



6. Do you have any aboveground storage tanks located inside a building or other type of enclosed structure, resting on or elevated above an impermeable floor surface from which a release would:

- be entirely contained within a secondary containment structure;
- not escape from the building through any doorways, floor drains, or other means; **or**
- be directed by any drainage system of the building either to a permitted on-site, wastewater treatment facility or to a permitted, municipal wastewater treatment facility?

YES

- This tank meets the definition of an indoor tank. It must be registered with the MPCA.
- No further aboveground storage tank requirements apply.
- Skip to question 6.

NO

- This tank does not meet the definition of an indoor tank.
- Further aboveground storage tank requirements may apply.

NOTE: Make sure drains in the building do not lead to the storm sewer. For those drains that do lead to the sanitary sewer, check with your wastewater treatment facility to verify that they would be able to handle a release from your tank if it were to happen.

7. Do you have any aboveground storage tanks between 500-1100 gallons in capacity and located within 500 feet of surface water, or greater than 1,100 gallons in capacity?

YES

Complete the MPCA audit checklist specific to aboveground storage tanks. Call SBAP to request a copy or find it on the Internet at

www.pca.state.mn.us/programs/audit_p.html#ast.

NO

No further aboveground storage tank rules affect you.

NOTE: If you have not used your tank for more than one year, contact (SBAP) for proper procedures on taking a tank out of service.

Underground Storage Tanks

8. Do you have any underground storage tanks?

YES

Complete the MPCA audit checklist specific to underground storage tanks.

Call SBAP to request a copy or find it on the Internet at www.pca.state.mn.us/programs/audit_p.html#ust

NO You are done with this checklist.



Contacts

For businesses with fewer than 100 employees.

MPCA Small Business Assistance Program

(651) 282-6143

(800) 657-3938

For businesses with 100 or more employees.

MPCA Tanks Help Line

(651)297-8367

MPCA Hazardous Waste Help Line

(651) 297-8681

(800) 657-3724

MPCA Web site: <http://www.pca.state.mn.us>

For information on waste minimization and pollution prevention

Minnesota Technical Assistance Program

(612) 624-1300

(800) 247-0015

www.mntap.umn.edu

Metropolitan Counties Hazardous Waste Staff

Anoka County (763) 422-7093

Carver County (952) 361-1800

www.co.carver.mn.us/EnvServ

Dakota County (952) 891-7011

www.co.dakota.mn.us/environ/index.html

Hennepin County (612) 348-8100

www.co.hennepin.mn.us/wenvsvcs.html

Ramsey County (651) 773-4466

www.co.ramsey.mn.us/PH/env.htm

Scott County (952) 496-8177

www.co.scott.mn.us/EH/environmentalhealth.htm

Washington County (651) 430-6655

www.co.washington.mn.us/pubhlth/pubhlth.html