



MONTEREY BAY
Unified Air Pollution Control District
serving Monterey, San Benito, and Santa Cruz counties

APPLICATION INSTRUCTIONS FOR AUTHORITY TO CONSTRUCT AND PERMIT TO OPERATE GASOLINE DISPENSING FACILITIES

A filing fee and all applicable permit fee(s) as determined using APCD Form 400 must accompany each application for the installation of phase II vapor recovery equipment and gasoline storage tanks. The application must be signed by the legal owner/operator of the facility or someone authorized to sign on his or her behalf. One application serves as both an application for an Authority to Construct and a Permit to Operate. Checks or money orders must be made payable to the Monterey Bay Unified Air Pollution Control District (MBUAPCD).

- 1) Complete APCD Form #408 for the installation of gasoline storage tanks and/or Phase II vapor recovery equipment.
- 2) With each application submitted for an Authority to Construct and Permit to Operate the following data, specifications, and one set of plans must be included:
 - a. **EQUIPMENT LOCATION DRAWING**
which includes the location of the property with respect to streets and adjacent properties. Include North direction on the drawing.
 - b. **FLOW DIAGRAM**
which includes a layout of storage tanks (with Phase I Vapor and fill indicated) dispenser/pump locations, and vapor recovery, vent, and product piping (including dimensions and slope).

NOTE: YOUR APPLICATION FOR AN AUTHORITY TO CONSTRUCT AND PERMIT TO OPERATE MUST BE APPROVED PRIOR TO THE COMMENCEMENT OF ANY WORK.

After an Authority to Construct has been issued for any equipment, deviations from the approved plans shall not be permitted without first obtaining additional approval from the Air Pollution Control Officer.

Further information or clarification may be obtained by writing or calling the Engineering Division at the Air Pollution Control District. Copies of the current Executive Orders can be found at <http://www.arb.ca.gov/vapor/>.