

Under Ground Tank Installation Building Permit Application Form

Date: _____

Prerequisite approvals (select one)

Does your project require a prerequisite development permit prior to building permit application? Learn more about prerequisite approval requirements at: winnipeg.ca/permitprocess

- ☐ Yes, my development permit number is _____ (e.g. 12-345678)
- ☐ No, I do not require a prerequisite development permit. I understand that my building permit application will be refused if it is determined that I have an outstanding prerequisite approval.

If you have questions about which application you require for your project, call Permits Direct Line at 204-986-5140 or email ppd-zoningapplications@winnipeg.ca.

Location of installation

Street number:	Street name:	Unit number:
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Contact information (Provide as much contact information as possible.)

Check one: <input type="checkbox"/> Property owner <input type="checkbox"/> Building owner <input type="checkbox"/> Unit owner <input type="checkbox"/> Owner's delegate	Company name: _____	Contact person: _____
	Email address: _____	Daytime phone number: _____
	Mailing address: _____	
Applicant	Company name: _____	Contact person: _____
	Email address: _____	Daytime phone number: _____
	Mailing address: _____	
Petroleum Contractor	Company name: _____	Contact person: _____
	Email address: _____	Daytime phone number: _____
	Mailing address: _____	
Structural Engineer	Company name: _____	Contact person: _____
	Email address: _____	Daytime phone number: _____
	Mailing address: _____	

Electrical Engineer	Company name:	Contact person:
	Email address:	Daytime phone number:
	Mailing address:	
Architect	Company name:	Contact person:
	Email address:	Daytime phone number:
	Mailing address:	

General information

Declared construction value (required): <i>This value is used for statistical purposes and does not affect permit cost.</i>	\$
Number of new storage tanks:	Number of existing storage tanks:

Description of work

Required documentation – one copy, fully dimensioned (select all that apply)

<input type="checkbox"/> Declaration Form for Building Permit Application (required if you have a prerequisite development permit)
<input type="checkbox"/> Letter of Authorization
<input type="checkbox"/> Site plan indicating: <ul style="list-style-type: none"> proposed location of the tanks and piping distances of the proposed tanks from building foundations and property lines clearance requirements location of the vent rack from the proposed underground tanks <p>Note: Vent rack not permitted along side or rear property lines due to possible proximity of neighbouring structures.</p>
<input type="checkbox"/> Piping layout
<input type="checkbox"/> Under Ground Tank Installation Checklist

At completion, provide a Work Completion Certificate (refer to the [Commercial Permit Resources](#) webpage for template) from your Petroleum Contractor confirming the installation was in conformance with the permit plans and the Manitoba Fire Code. Submit by mail or email:

Fire Prevention Branch
2nd floor - 185 King Street
Winnipeg, MB R3B 1J1
FPS-fp-Inspections@winnipeg.ca

Submission Options

Submit your application package to the Zoning & Permits Branch using one of the following options:

- Apply online at winnipeg.ca/permitsonline
- Email ppd-permit@winnipeg.ca (PDF attachment or link to online file transfer)
- One paper copy package – drop off or mail (Unit 31-30 Fort Street, Winnipeg, MB R3C 4X7)

Digital submission requirements (select all that apply)

To submit your application via email, provide a separate PDF file, named as indicated, for each of the following groups of documents that are applicable to your application:

- ☐ **PDF 1** Application Form (Letter of Authorization, Declaration Form, Application Checklist)
- ☐ **PDF 2** Site Plan
- ☐ **PDF 3** Piping Layout