

NEW SERVICE STATION OWNER INFORMATION

If you are buying a service station in Wyoming, the following information will be helpful to you. If you are considering starting or owning a business in Wyoming for the first time, you may want to contact Paul Howard at the **Wyoming Business Council**, (307) 777-2843. He will be able to help you with licensing information of all kinds.

UNDERGROUND STORAGE TANKS

Our underground storage tank regulations are found in Chapter 17, Wyoming Water Quality Rules and Regulations. You can get that rule from <http://deq.state.wy.us/shwd/stp/STPDownloads/CHAPTER17.pdf>. If you have already purchased a station you need to change the ownership information with us immediately. Contact Bob Lucht, blucht@wyo.gov (307) 777-7095, or (307) 777-5973 (FAX) or Oma Gilbreth at ogilbr@wyo.gov (307)777-7097 and we will send you the required form.

In a nutshell, you must notify this department 30 days in advance of your tank installation or removal. We inspect all installations and all removals.

There is a \$250 inspection fee for an installation inspection which will be billed with your first tank fees. All underground tanks are subject to an annual fee of \$200.00 per tank which is due at the beginning of state fiscal year on July 1 of each year. The fees are due and payable for every tank which is in the ground for any part of the fiscal year. We consider a new tank to be subject to the fees on the first day that they contain regulated product. If you fill a new tank 2 days before the end of the fiscal year then you owe the fee for that entire year. We do not pro-rate these fees. The fees continue until the tank is permanently out of service. By policy, if you remove one tank and replace it with a new tank we do not collect a fee on both tanks. However, if you add a tank and leave an old tank in the ground for several months, then we collect a fee for both tanks.

Our tank rules are similar to federal tank rules. All tanks must have spill, overflow and corrosion protection from the date they are installed. We encourage you to put in non-corrodible tanks and lines, but STI-P3 tanks are acceptable under the rules. You just have to test the cathodic protection systems during the first six months and every three years thereafter. If you put in steel lines CP tests are also required for those lines.

We track the due dates for every CP test on every steel tank and every steel line. We track due dates for leak detection on both tanks and lines. We track every registration form which is due July 1 of each year.

There are no licensing requirements on a state level for tank installers, other than being licensed as contractors., but we do maintain a list of those firms that do this work. If your installation is in Cheyenne the city has a licensing requirement. Sheridan, Casper, and Jackson may also have local requirements. The City of Laramie has regulations on underground tanks that require double wall tanks and non-corrodible tanks and lines within the City Limits. Our installers list is attached.

SPILL PREVENTION PLANS

If you put in more than 42,000 gallons of total capacity in underground storage tanks or any single above ground tank larger than 550 gallons, you must also have a Spill Prevention Containment and Countermeasures (SPCC) plan. That is an EPA program and you should contact Martha Wolf or Jane Nakad with EPA Region VIII at (800) 227-8917 for information.

ABOVE GROUND TANKS

You can use AST's at a truck stop. They are covered by the tank program and are subject to registration requirements and fees. Directly connecting an AST to your UST system is a non-conforming installation under the Fire Code. If you wish to do that you must demonstrate engineering controls appropriate for that type of installation. In any case, installation of AST's is subject to a plan review by the State Fire Marshall's Office. Contact Terry Phillips tphill@state.wy.us (307) 777-7288 or (307) 777-7119 FAX for information about their involvement.

METER CALIBRATION

You will also need to have the calibration of your meters checked by the Department of Agriculture. Contact Vic Gerber ygerbe@state.wy.us or (307) 777-6586 or (307) 777-6593 FAX to arrange for that check.

SECRETARY OF STATE

If this is the first time you have operated in Wyoming, and you are a corporation or an LLC you will have to file papers with the Secretary of State's office. Call (307) 777-7311 for information.

FUEL TAX LICENSES

Lastly, before you can sell fuel in the State of Wyoming you will have to have appropriate licenses from the Wyoming Fuel Tax Administration. Contact Sharon Gostovich sgosto@state.wy.us or (307) 777-4774 or (307) 777-4769 (FAX) for information about their requirements.