

## Checklist/Instructions for Storage Tanks - Commercial

Please note the following information regarding the installation or removal of storage tanks:

- A permit is only required for installation or removal of storage tanks in excess of 100 gallons.
- **A licensed Tank Contractor must obtain the permit.**
  
- Required Application(s):
  - Building Permit: Storage Tanks – Commercial**
  - Zoning Permit: Accessory Structures – Commercial** (only required for installation of tanks)
  
- Required Document(s):
  - Site Sketch:** only required for installation of storage tanks. Submit a Site Sketch with your Zoning Permit application, showing where the storage tank will be on the property. You will need to include the dimensions of the storage tank and the distance between the storage tank and the property lines. You also need to show the location of all existing structures on the property.
  - Plans/Drawings:** submit plans with the Building Permit application.
  - Indiana State Construction Design Release:** please submit your Indiana State Construction Design Release with the Building Permit application. To apply for a State Construction Design Release, please visit the State's website (<https://www.in.gov/dhs/building-plan-review/>).
  
- Additional Information/Requirements:
  - Plan Review:** your applications and documents will be reviewed by Permit Center Staff and then submitted to Plan Review. Plan Review occurs every Friday. Once reviewed, you will receive notification by email if your plans have been approved or if additional information is needed.