



Annual Fuel Oil Tank Testing and Monitoring Permit Fee

Due to the new permit fee that was implemented in 2009, you were assessed an Annual Fuel/Oil Tank Testing and Monitoring Permit Fee in the amount of \$250; as records held on file at the Fire Department indicate that a tank still exists on your property.

Please see below the following course of action(s) available to you to update the current record on your property:

- 1) If you have records that show that the tank on your property has been decommissioned or removed, please forward the documents via fax to 604.925.5911 or by mail to: West Vancouver Fire & Rescue 760 16th St, West Vancouver, BC, V7V 3S1. Once the Fire Department has received these documents, you will receive written confirmation that the Annual Permit Fee has been cancelled.
- 2) If you do not know the history on your property, or do not have documentation and wish to prove that you do not have a tank on your property. You can contact an Oil Tank Contractor to inspect your property with metal detection. Names of Oil Tank Contractors can be found in the Yellow Pages or by contacting an Environmental Consultant who can recommend a Contractor to you. If an Oil Tank Contractor confirms that no tank exists on your property, he or she will provide you with documentation to validate this. Please ensure a copy of this document is submitted to the Fire Department. The Fire Department will then issue a Fuel Storage Tank Closure Report for metal detection; update the record on your property and cancel the Annual Permit Fee.
- 3) If an Oil Tank Contractor finds a tank on your property, you have the option to have the tank decommissioned or removed. A permit in the amount of \$315 is required by the Fire Department to have this done. Once the tank has been decommissioned or removed, the Fire Department will issue a Fuel Storage Tank Closure Report, update the record on your property and cancel the Annual Permit Fee.
- 4) If you do not have any documentation regarding the status of your tank and do not wish to have your property metal detected; you can make a written declaration indicating that you do not have a fuel storage tank on your property. Please mail your correspondence to: West Vancouver Fire & Rescue 760 16th St, West Vancouver, BC, V7V 3S1. While this declaration will be sufficient in order to cancel the Annual Fuel/Oil Tank Testing and Monitoring Permit Fee. It may not be sufficient for insurance companies, lenders or potential buyers in the event that you sell your home. Once the Fire Department has received your correspondence, you will receive written confirmation that the Annual Permit Fee has been cancelled.
- 5) If you are aware that you have a tank and do not wish to take any action at the present time, you will be responsible for paying the Annual Fuel/Oil Tank Testing and Monitoring Permit Fee of \$250.