



**PERMIT
INSTALLATION AND/OR REMOVAL OF OIL BURNING TANKS AND RELATED OIL BURNING EQUIPMENT**

PART A – To be completed by applicant/contractor

_____ _____
Date of application

Name and address of applicant/contractor

This application is for the above named to: Check all applicable boxes

Install Replace Remove (Appliance Underground tank Aboveground tank Other) at:

Address of work: _____ Owner (Name): _____ Phone: _____

Specify work details and location on property: _____

I, _____ (*applicant/contractor*), hereby certify that the work will comply with all applicable regulations, including the Esquimalt Fire Protection and Control Bylaw, No. 2783, (Part 4) and acknowledge that said work is required, upon completion, to be viewed by an officer from Esquimalt Fire Rescue.

Signature of applicant/contractor _____ _____
Email *Phone*

***Work may not commence until Part A is signed below and received back from Esquimalt Fire Rescue Services:**

Signature of EFRS authorizing officer _____ _____
Name (printed) *Date of authorization*

PART B – To be completed by Esquimalt Fire Rescue Services

Signature of EFRS approving officer _____ _____
Name (printed) *Date of removal inspection (if required)*

Signature of EFRS approving officer _____ _____
Name (printed) *Date of installation inspection (if required)*

STOP WORK ORDER: Date: _____ Time: _____ DGIR# _____ EFRS Officer: _____

Personal information provided on this form is collected as authorized under section 26 of the Freedom of Information and Protection of Privacy Act and will only be used for the purposes of determining the issuance of an Oil Tank and Related Oil Burning Equipment Permit. Questions about the collection or use of this information may be directed to the Freedom of Information Head at foi@esquimalt.ca, 1229 Esquimalt Road, Esquimalt, BC V9A 3P1 (250) 414-7135.

Information on reverse

Esquimalt Fire Rescue
500 Park Place
Esquimalt, B.C. V9A 3P1
t. 250-414-7126
www.esquimalt.ca





INFORMATION FOR PERMIT APPLICANT/CONTRACTOR

PART A

1. Prior to receiving a permit, the applicable fee is to be paid at Esquimalt Municipal Hall located at 1229 Esquimalt Rd. and then Part A may to be completed by the applicant/contractor.
2. The permit application will be sent to Esquimalt Fire Rescue Services (EFRS) and once received, Part A of the permit will be reviewed, authorized, and returned to the applicant/contractor via email. *Hard copy can be made available upon request.*
3. **Work of any nature is not to commence** until permit authorization has been received by the applicant/contractor, from Esquimalt Fire Rescue Services in accordance with municipal bylaws.

Bylaw No. 2839/2783 FIRE PROTECTION AND REGULATION BYLAW, 2011, NO. 2783 SCHEDULE "E" FEES

Section (46) Install/remove/alter oil burner/tank without permit. \$200 fine, Early Payment Reduced Penalty \$150, Late Penalty \$250.

4. A signed copy of the permit must be available at the property where/when work is being performed.

PART B

5. Once work is authorized to begin, any oil burning equipment being removed from the property must be inspected and recorded for EFRS records prior to removal. *Underground storage tanks must be opened, pumped, and cleaned prior to removal and inspection.*
6. Any installation of oil burning equipment must be inspected and approved once installed.
7. To schedule an inspection or re-inspection, email or phone Esquimalt Fire Rescue Services and that inspection will be booked as per operational ability.
8. Esquimalt Fire Rescue Services will sign-off on permit or issue stop work order.
9. The permit will be retained by Esquimalt Fire Rescue Services.
10. A written report can be requested at any time by contacting Esquimalt Fire Rescue Services.
11. **All applicable fees** must be paid at Esquimalt Municipal Hall located at 1229 Esquimalt Rd. in accordance with municipal bylaws.

*Bylaw No. 2783 FIRE PROTECTION AND REGULATION BYLAW, 2011, NO. 2783 SCHEDULE "A" FEES
(1) Permit for installation, alteration or removal of oil burner, oil burning equipment or oil tank, including inspection fees \$50.00 (2) Any required re-inspection of permit issued under clause (1) \$25.00 (3) Written report requested for oil burner, oil burning equipment or oil tank inspections \$50.00,*

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