

Gasoline Dispensing Facilities
Initial Notification and Notification of Compliance Status Report
 (National Emission Standards for Hazardous Air Pollutants (NESHAPs))
[40 CFR Part 63, Subpart CCCCCC](#)



This notification is required for gasoline dispensing facilities (GDF) with a monthly throughput of 10,000 gallons or more, and owners/operators of cargo tanks unloading at a GDF with a monthly throughput of 100,000 gallons or more (see Section IV). Submit the notification within 60 days after start-up and within 60 days after the 3-year periodic tests are completed as required for ≥100,000 gallon facilities.

For any change to information that was previously reported for your facility, notify within 15 calendar days after the change occurs using this form. If your facility increases its monthly throughput and now exceeds 100,000 gallons/month, you must comply with the control requirements no later than 3 years after becoming subject to the requirements.

Monthly throughput is the total volume of gasoline loaded into, or dispensed from, all storage tanks at the gasoline dispensing facility. It is calculated by adding the volume of gasoline loaded or dispensed during the current day, plus the total volume of gasoline for the previous 364 days, and then dividing that sum by 12.

SECTION I GENERAL INFORMATION

Check all the boxes that apply.

- Initial Notification and Notification of Compliance Status (with initial test results for ≥100,000 gallon facilities)
- Notification of Compliance Status with 3-year periodic test results
- New Ownership
- Changes to information previously reported

Fill in the following information for each facility for which you are making notification:

Facility Name

Facility Street Address City State ZIP Code

Facility Local Contact Name Title Phone

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Owner Name

Street Address City State ZIP Code

Operator Name (If different from Owner)

Street Address (If different from Owner) City State ZIP Code

What is the monthly throughput of your facility? 10,000 gallons or more 100,000 gallons or more

What method do you use to calculate monthly throughput?

- Total volume of gasoline loaded into all gasoline storage tanks at the facility during a month.
- Total volume of gasoline dispensed from all gasoline storage tanks at the facility during a month.

SECTION II COMPLIANCE STATUS - CONTROLS

Check the response that applies to your facility.

Facilities with a monthly throughput of 10,000 gallons or more		
Yes	No	
		<p>1. Do you require that gasoline be handled in a manner that restricts vapor releases to the atmosphere for extended periods of time?</p> <p>Measures to be taken include, but are not limited to, the following:</p> <ul style="list-style-type: none"> a) Minimize gasoline spills. b) Clean up spills as expeditiously as practicable. c) Cover all open gasoline containers and all gasoline storage tank fill-pipes with a gasketed seal when not in use. d) Minimize gasoline sent to open-waste collection systems that collect and transport gasoline to reclamation and recycling devices, such as oil/water separators. <p><u>Records that document gasoline throughput must be available within 24 hours after requested by the Air Quality Bureau.</u></p>
		<p>2. Do you fill all gasoline storage tanks with a capacity of ≥ 250 gallons through a submerged fill pipe that meets the following requirements?</p> <ul style="list-style-type: none"> a) Submerged fill pipes installed on or before 11/9/06 are no more than <u>12 inches</u> from the bottom of the storage tank. b) Submerged fill pipes installed after 11/9/06 are no more than <u>6 inches</u> from the bottom of the storage tank. c) If not meeting a) or b) above: The liquid level in the tank is always above the entire opening of the fill pipe and is verified through documentation.
Facilities with a monthly throughput of 100,000 gallons or more		
Yes	No	
		<p>3. If your facility has any of the following storage tanks, do submerged fill pipes meet the applicable requirements?</p> <ul style="list-style-type: none"> a) For tanks < 2,000 gallons constructed before 1/10/08: no more than <u>6 inches</u> from tank bottom. b) For tanks equipped with floating roofs, or the equivalent: no more than <u>6 inches</u> from tank bottom if fill pipe installed after 11/9/06; and no more than <u>12 inches</u> from tank bottom if fill pipe installed before 11/9/06.
		<p>4. Is there a vapor balance system on all gasoline storage tanks, except for those tanks listed in #3 above?</p>
		<p>5. Does the vapor balance system on your gasoline storage tanks meet the following design criteria?</p> <ul style="list-style-type: none"> a) All vapor connections and lines on the storage tanks are equipped with closures that seal upon disconnect. b) The vapor line from storage tank to cargo tank is vapor tight (allows no loss of vapors). c) Cargo tank pressure does not exceed 18 inches water pressure or 5.9 inches water vacuum during product transfer. d) Vapor recovery and product adaptors, and the method of connection with the delivery elbow, are designed to prevent over-tightening or loosening of fittings during normal delivery operations. e) If a gauge well separate from the fill tube is used, it has a submerged drop tube that meets the same distance from tank bottom as required for submerged filling in #2 above. f) Liquid fill connections for all systems are equipped with vapor-tight caps. g) Pressure/vacuum (PV) vent valves are installed on the storage tank vent pipes. h) The vapor balance system is capable of meeting the static pressure performance requirement equation.
		<p>6. Those new or reconstructed gasoline dispensing facilities, or any storage tank(s) constructed after 11/9/06 at an existing affected facility are equipped with a dual-point vapor balance system that meet 5 a) through h) above.</p>

SECTION III COMPLIANCE STATUS – TESTING, RECORDS, REPORTING

Check the response that applies to your facility.

Facilities with a monthly throughput of 100,000 gallons or more		
Yes	No	
		1. Did you complete the Leak Rate and Cracking Pressure for Pressure/Vacuum Vent Valves using the California Air Resources Board Test Procedure TP-201.1E?
		2. Did the leak rate test results meet the following standard? a) Total leak rate of all PV vent valves, including connections, do not exceed 0.17 cubic foot per hour at a pressure of 2.0 inches of water and 0.63 cubic foot per hour at a vacuum of 4 inches of water.
		3. Did the cracking pressure test results meet the following standard? a) A positive pressure setting of 2.5 to 6.0 inches of water and a negative pressure setting of 6.0 to 10.0 inches of water.
		4. Did you notify the NM Air Quality Bureau (AQB) in writing at least 60 days before the scheduled date of the leak & pressure test?
		5. Have you included the results of the leak & pressure tests with this notification?
		6. Did you complete the Static Pressure Performance of Vapor Recovery Systems at the time of installation using either the California Air Resources Board Test Procedure TP-201.3 or Bay Area Air Quality Management District Source Test Procedure ST-30?
		7. Did the vapor balance system meet the static pressure performance requirement of the equation $P_f = 2e^{-500.887/v}$ (Table 1.(h) in Subpart 6C)? P_f = Minimum allowable final pressure (inches of water); 2 = Initial pressure (inches of water); e = 2.718 v = Total ullage affected by the test (gallons)
		8. Did you notify the AQB in writing at least 60 days before the scheduled date of the static pressure test?
		9. Have you included the results of the static pressure test with this notification?
		10. Are you keeping records of all test reports for a period of 5 years?
		11. Are you completing all tests every 3-years from the date of the initial compliance test?

SECTION IV FACILITY DESCRIPTION (40 CFR Part 63.9(b)(2)(iv))

<p>Provide a brief description of the nature, size, design, and method of operation of your gasoline dispensing facility (<i>Example: This facility is a 24-hour convenience store with four dispenser islands. Monthly gas sales are about 120,000 gallons.</i>).</p>	
Identify type of tank and vent pipes (list each tank)	Tank Capacity (gallons)

SECTION V – CARGO TANK OWNERS or OPERATORS

Cargo tank owners/operators must fill out this section that lists the requirements for delivering gasoline to GDFs that have a monthly throughput of 100,000 gallons or more.		
Yes	No	
		1. When unloading gasoline from a cargo tank into a storage tank, do you operate the vapor balance system using each of the following management practices?
		a) All hoses in the vapor balance system are properly connected.
		b) The adapters or couplers that attach to the vapor line on the storage tank have closures that seal upon disconnect.
		c) All vapor return hoses, couplers & adapters used in the gasoline delivery are vapor-tight.
		d) All cargo tank truck vapor return equipment is compatible in size & forms a vapor-tight connection with the vapor balance equipment on the storage tank.
		e) All hatches on the cargo tank truck are closed and securely fastened.
		f) Only vapor-tight gasoline cargo tanks are used to unload gasoline to fill storage tank.
		2. Did you conduct annual vapor tightness testing according to the requirements in Subpart BBBBBB in: 40 CFR 63.11092(f) ?
		3. Are vapor tightness test records kept for a period of 5 years?
		4. Are all vapor tightness test records carried with the cargo tank (or latest record kept with tank and past 4 years of records are at other location where they're readily available)?

SECTION VI MALFUNCTIONS - RECORDS AND REPORTING

Gasoline Dispensing Facilities and Cargo Tanks – If malfunctions occur:		
Yes	No	
		1. Records are kept on the occurrence and duration of each malfunction of equipment or controls and monitoring equipment.
		2. Records are kept on actions taken to minimize emissions during periods of malfunction, including actions used to return to normal operations.
		3. Report by March 15 each year those malfunction(s) that occurred the previous year. The report is to include: the number of malfunctions, duration, a brief description of each type of malfunction; and actions taken to minimize emissions and correct a malfunction.

SECTION VII CERTIFICATION

Name of Responsible Official (Print or Type)	Title	Date

Signature of Responsible Official

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Submit the Initial Notification and Notification of Compliance Status Form to:

- New Mexico Air Quality Bureau, Compliance Reporting Section
525 Camino de los Marquez, Suite 1, Santa Fe, NM 87505
- EPA Region VI, Director, Air Pesticides and Toxics
1445 Ross Avenue, Dallas, TX 75202-2733

Remember to also keep a copy of this form for your records.