

**Department of Licensing and Regulatory Affairs, Bureau of Fire Services, Storage Tank Division  
P.O. Box 30033, Lansing, MI 48909**

**AUTOMOTIVE SERVICE STATION CHECKLIST**

**Fac. Name** \_\_\_\_\_ **Fac. Number** \_\_\_\_\_

|  |                              |                                     |
|--|------------------------------|-------------------------------------|
| <b>INSTRUCTIONS:</b> The Hazardous Materials Storage Inspector shall complete this checklist and attach it to an inspection report, one to be retained in the District file and one for the Main Office file. All boxes shall be completed inserting N/A where non-applicable. |                              |                                     |
| CONTACT PERSON ON SITE   | Area Code & Telephone Number | FACILITY TYPE                       |
|  |                              | Public                      Private |
| EMAIL ADDRESS OF RESPONSIBLE PERSON  |                              |                                     |

| SECTION |  | CODE | VIO | PASS |
|---------|--|------|-----|------|
| 6.7     | Emergency power disconnect   | S93  |     |      |
| 9.2.5.2 | Fire extinguisher, 100 feet - (80BC)                                   | S58  |     |      |
| 280.93  | Financial Responsibility   | U92  |     |      |
| 280.22j | Display proof of registration  | S63  |     |      |
| 9.4.2   | Intercom or means to communicate with person dispensing (Class 1 only) | S36  |     |      |

| SECTION          |                                 | CODE | VIO | PASS |
|------------------|---------------------------------|------|-----|------|
| 280.22a          | Registration submitted 30 days  | S62  |     |      |
| 280.22a          | Properly registered & fees paid | S61  |     |      |
| PA 451, Part 211 | Annual fees of \$100 per tank   | U132 |     |      |
| 7.3.2            | Electric certification          | U69  |     |      |
|                  | Miscellaneous violation         | S50  |     |      |

| A-B-C OPERATOR SECTION |                                      |      |     |      |
|------------------------|--------------------------------------|------|-----|------|
| SECTION                |                                      | CODE | VIO | PASS |
| 280.13                 | Have Certified A – B operator        | U103 |     |      |
| 280.13a                | Registration submitted for A-B       | U106 |     |      |
| 280.13b                | New owners cert. 30 days of purchase | U114 |     |      |
| 280.13b                | Must have Class B before operating   | U114 |     |      |

|         |                                   |      |  |  |
|---------|-----------------------------------|------|--|--|
| 280.13d | Class C operator present          | U107 |  |  |
| 280.13d | Class C trained for conditions    | U119 |  |  |
| 280.13b | List of all Class C trained Emp.  | U112 |  |  |
| 280.13c | Quarterly Inspections performed   | U104 |  |  |
| 280.13c | Insp. Report Signed by B Operator | U105 |  |  |

| RECORDS  |                                   |      |     |      |
|----------|-----------------------------------|------|-----|------|
| SECTION  |                                   | CODE | VIO | PASS |
| 280.34   | Maintenance records               | S65  |     |      |
| 280.44a  | Line leak detector tested         | U95  |     |      |
| 280.41b  | Line tightness test – pressure    | U88  |     |      |
| 280.41b  | Line test - suction every 3 years | U89  |     |      |
| 6.3.9.1. | Emergency valve tested            | S94  |     |      |
| 280.34   | General record keeping violation  | S60  |     |      |

|  |                               |     |  |  |
|--|-------------------------------|-----|--|--|
| 280.34                                     | Release detection records     | S67 |  |  |
| 280.31b                                    | C/P tested 6 months & 3 years | U30 |  |  |
| 280.31c                                    | Impressed current, 60 day log | S35 |  |  |
| 280.34                                     | Cathodic protection records*  | S64 |  |  |
| *NOTE- Includes CP upgrade testing results |                               |     |  |  |

| RELEASE DETECTION |                                     |      |     |      |
|-------------------|-------------------------------------|------|-----|------|
| SECTION           |                                     | CODE | VIO | PASS |
| 280.40            | Release detection for tanks         | U71  |     |      |
| 280.43a           | Inventory control (not stand alone) | S42  |     |      |
| 280.43b           | Manual gauging (less than 550)      | S43  |     |      |
| 280.43c           | Tank tightness testing              | S44  |     |      |
| 280.43d           | Automatic tank gauging              | U72  |     |      |

|         |                                       |     |  |  |
|---------|---------------------------------------|-----|--|--|
| 280.43e | Vapor monitoring (approval req.)      | U73 |  |  |
| 280.43f | Groundwater monitoring                | U74 |  |  |
| 280.43g | Interstitial monitoring (stand alone) | U75 |  |  |
| 280.43h | S.I.R (stand alone)                   | U93 |  |  |
| 280.43h | Other                                 | S49 |  |  |

COMMENTS \_\_\_\_\_

**AUTOMOTIVE SERVICE STATION CHECKLIST**

Fac. Name \_\_\_\_\_ Fac. Number \_\_\_\_\_

|          |   | DISPENSER SECTION |          |
|----------|---|-------------------|----------|
| SECTION  |   | CODE              | VIO PASS |
| 6.1      | Dispenser violation   | S10               |          |
| 6.2.1.   | Dispenser location (10 feet) & vehicle on premises                | S27               |          |
| 6.3.4.   | Dispenser protected; damage/secured                               | S13               |          |
| 9.2.5.4. | Dispenser Operator Safety Signage                                 | S9                |          |
| 6.5.1    | Dispenser Hose 18 feet or less                                    | S14               |          |
| 6.3.3    | Pump only operate with handle remove/manually actuated.           | S12               |          |
| 6.5.2    | Breakaway on hose / date current / class 1 and 2 only             | S15               |          |
| 9.4.2    | Supervise fueling- able to communicate. Class 1. Self serve only. | S33               |          |

|                |  | DISPENSER SECTION |          |
|----------------|--|-------------------|----------|
| SECTION        |  | CODE              | VIO PASS |
| 6.3.9.         | Emergency valve installed                                    | S18               |          |
| 6.6.1.         | Automatic self-closing nozzle / date current – Class 1 and 2 | S21               |          |
| 9.4.4.         | Operating instructions posted                                | S25               |          |
| 6.3.5.         | Fuel Oil Disp. 20 feet from any motor fueling dispenser      | S26               |          |
| 6.2.3          | Dispensers systems listed if used for Alcohol-Blended Fuels  | S28               |          |
| 6.3.6.1        | Weekly exterior insp. of dispenser conducted and documented  | S31               |          |
| 6.3.6.2        | Monthly insp. Of interior of dispenser and documented        | S32               |          |
| 280.13 (c)(14) | Under Dispenser Containment (UDC)                            | U131              |          |

**UNDERGROUND TANK SECTION**

|                |   |      |  |
|----------------|---|------|--|
| 280.20         | Tank miscellaneous violation                                      | S30  |  |
| 280.20c        | Spill containment - Testing request                               | U51  |  |
| 280.20c        | Spill containment - Inoperative                                   | U101 |  |
| 23.13.5.       | Tight fitting hose connection (1,000 & up – Class 1 only)         | U47  |  |
| 280.20c        | Overfill prevention - Testing request                             | U52  |  |
| 280.20C        | Overfill prevention - Inoperative                                 | U102 |  |
| 6.4.4          | Sumps withstanding external force                                 | U64  |  |
| 280.20         | Cathodic protection for tanks                                     | U29  |  |
| 280.13 (c)(iv) | Spill containers Inspect for presence of product, water or debris | U130 |  |

|           |  |     |  |
|-----------|--|-----|--|
| 23.13.6   | Location of fill pipe                  | U36 |  |
| 23.13.6.1 | Tank fittings Liquid and vapor tight   | U37 |  |
| 23.13.6.2 | Fill connection identified             | U38 |  |
| 27.8.2.1  | Vent pipes, 12 feet Class I liquid     | U39 |  |
| 27.8.2.6  | Vent, Class II & IIIA higher than fill | U40 |  |
| 21.4.4    | Drop tube: 6 inches of tank bottom     | U48 |  |
| 21.4.2    | Tanks proper design & construction     | U19 |  |
| 6.4.4     | Covers to tank sumps - condition       | U64 |  |
|           |  |     |  |

**PIPING SECTION**

|         |                                |     |  |
|---------|--------------------------------|-----|--|
| 280.40  | Release detection for piping   | U71 |  |
| 280.44a | Line leak detector installed   | U76 |  |
| 280.20  | Cathodic protection for piping | U29 |  |

|         |                                   |     |  |
|---------|-----------------------------------|-----|--|
| 280.44c | Interstitial (monthly) monitoring | U94 |  |
| 27.3.2  | Pipe leaks                        | U65 |  |
| 280.20b | Piping shall be approved material | U61 |  |

Tank Construction \_\_\_\_\_ Piping Material \_\_\_\_\_ Has GPS readings been taken \_\_\_\_\_

Piping: Suction \_\_\_\_\_ Pressure \_\_\_\_\_ Sump Sensors: Yes \_\_\_\_\_ No \_\_\_\_\_ Tank Monitor Model \_\_\_\_\_

COMMENTS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INSPECTOR \_\_\_\_\_ DATE \_\_\_\_\_