



Deborah A. Clayman
Licensing Director

City of Chelsea
DEPARTMENT OF LICENSING,
PERMITTING AND CONSUMER AFFAIRS
City Hall, 500 Broadway
Chelsea, Massachusetts 02150

Telephone: (617) 466-4160
Fax: (617) 466-4165
dclayman@chelseama.gov

**POLICY/PROCEDURE FOR THE
STORAGE OF FLAMMABLE AND COMBUSTIBLE LIQUIDS**

The following information is provided in order to assist you in the process of applying for a License for the storage of flammable and combustible liquids. Kindly review the following information and return the following to Deborah A. Clayman, Licensing Director, Licensing Department, City Hall, 500 Broadway, Room 200, Chelsea, MA 02150:

- 1) Application for License
- 2) Plot Plan
- 3) Check or money order in the amount of \$20, payable to the City of Chelsea (public hearing advertisement cost)

Upon receipt of completed application, and upon approval of the fire department, a public hearing will be scheduled. The applicant, by registered mail, not less than seven days prior to such hearing, shall notify all owners of real estate abutting said land or directly opposite said land on any public or private street as they appear on the local tax list at the time of the application for such license is filed.

Additionally, please note that you may be required to obtain a Building Permit and must, therefore, contact the Department of Inspectional Services, City Hall, 500 Broadway, Room 202, Chelsea, MA 02150 (617-466-4130).

MGL, c. 148, requires land on which buildings or structures (such as storage tanks) that contain certain quantities of petroleum products be licensed. Gasoline, a flammable liquid, and diesel, a combustible liquid, are commonly stored for use as a motor fuel. Gasoline in quantities above 165 gallons and diesel in excess of 500 gallons stored on land require a License. A record of such License must provide particulars and be in such detail that quantity and locations will always be a matter of a record.

The required *License* is granted by the Chelsea Licensing Commission, after approval by the head of the fire department and after a public hearing, and then recorded in the Office of the City Clerk.

A *License* is not owned by an individual as a personal privilege. From the time the *License* is granted, it is deemed a grant attached to the land. Land may only have one *License* for the storage of flammable or combustible fluids. If the conditions, capacities or restrictions authorized by a *License* are changed, a new *License* or amended *License* must be sought. A new application must be submitted to the Licensing Commission, the head of the fire department must approve, and a public hearing must be held. The new *License*, if granted, supersedes and replaces the old *License* and will show the aggregate total capacities allowed under the grant. The terms and conditions of the new *License* now prevail over the land. The *License* must be plainly posted on the premises.

A *Certificate of Registration* must be filed annually, on or before April 30, by the owner/occupant of the land who holds (exercises) the *License* to notify the City that the *License* is in use and currently being exercised. If a *Certificate of Registration* is not applied for and issued, the *License*, after three weeks, may be viewed as cessation and cause for review. A *Certificate of Registration* must be plainly posted on the premise.

If you have any questions, please feel free to contact Deborah Clayman at 617-466-4160.

FOR OFFICE USE ONLY

Approved _____

Disapproved _____

Remarks and/or Restrictions: _____

Head of Fire Department

Date