



**INSTRUCTIONS TO ACQUIRE A PETROLEUM BULK STORAGE (PBS) /GASOLINE DISPENSING SITES (GDS) REGISTRATION**

Applicable codes: Chapter 873, Article XXV of the Laws of Westchester County, NY

The following list serves as the minimum requirements for a complete PBS/GDS application pursuant to the above provisions.

1. A completed application for Petroleum Bulk Storage/Gasoline Dispensing Sites signed and dated.
2. Application fee per fee schedule below. Please make check payable to the Westchester County Health Department.

1 tank	\$330
2 tanks	\$530
3 tanks	\$660
Each Additional Tank	Add \$65 per tank
Stage I and/or II Vapor Collection System	\$300

3. If the property owner is a corporation or LLC, the Corporate Partners form should be completed.
4. If tanks are owned by more than one owner submit a completed Authorized Representative for Multiple Owners Form.

Complete and accurate submittals must be received in a timely fashion.

- Initial/New facility. Before tanks are placed in service.
- Change of Ownership. Within 15 after ownership transfer, based on deed.
- Substantial Modification. Within 30 days after completion
- Information Correction. No deadline applies. Please highlight any changes to the registration.
- Renewals at least 30 days prior or up to registration date.
- Late filing fee \$100.

Forms and additional information, such as, regulations, environmental contractors, and tank testers can be found on our website: <http://health.westchestergov.com/petroleum-bulk-storage>

For further information contact: 914-864-7278 or 864-7279.

The completed application should be mailed to:

Westchester County Department of Health  
25 Moore Avenue  
Mount Kisco, NY 10549  
Attention: Petroleum Bulk Storage