



Derry City & Strabane
District Council

Comhairle
Chathair Dhoire &
Cheantar an tSratha Báin

Derry Cittie & Stràbane
Destrìck Cooncil

Application for a permit for unloading petrol into storage at petrol stations and filling of vehicle petrol tanks

Local Air Pollution Prevention and Control
The Pollution Prevention and Control (Industrial Emissions) Regulations (Northern Ireland) 2013

Introduction

When to use this form

Use this form if you are applying for a 'Part C' permit for unloading petrol into storage tanks at a service station/refuelling motor vehicle petrol tanks as defined in Schedule 1 to the Pollution Prevention and Control (Industrial Emissions) Regulations (Northern Ireland) 2013.

The appropriate fee must be enclosed with the application to enable it to be processed further. When complete, send the form and the fee and any additional information to:

Environmental Health
Derry City and Strabane District Council
47 Derry Road
Strabane
BT82 8DY

Environmental Health
Derry City and Strabane District Council
98 Strand Road
Derry
BT48 7NN

Tel: 028 71 253 253

Email: environmentandneighbourhoods@derrystrabane.com

If you need help and advice

We have made the application form as straightforward as possible, but please get in touch with us at the address given above if you need any advice on how to set out the information we need.

LAPPC application form: to be completed by the operator

For District Council Use		
Application reference	Officer reference	Date received

Part C Application Form: To be completed by the Operator

A Applicant details

A1 Name of the installation

A2 Please give the address of the site of the installation

Postcode

Telephone

A3 Existing permits:

Please give details of any existing PPC Permit for the installation, including reference number(s):

Please provide the information requested below about the "Operator", which means the person who it is proposed will have control over the installation in accordance with the permit (if granted)

A4 The Operator – Please provide the full name of company, partnership or corporate body

Trading/business name (if different)

Registered Office address

Postcode:

Principal Office address (if different)

Postcode:

Company registration number

A5 Holding Companies

Is the operator a subsidiary of a holding company within the meaning of the Companies (Northern Ireland) Order 1986?

No

Yes *name of ultimate holding company*

Registered office address

Postcode

Principal Office address (if different)

Postcode

Company registration number: _____

A6 Who can we contact about your application?

It will help to have someone who we can contact directly with any questions about your application. The person you name should have the authority to act on behalf of the operator. This can be an agent or consultant.

Name _____

Position _____

Address _____

Postcode

Telephone number _____

Fax number _____

E. Mail address _____

B2 Why is the application being made?

- new installation
- change to existing installation means it now needs a permit

B3 Site maps- please provide: -

- A suitable map showing the location of the installation clearly defining extent of the installation in red.

Doc Reference _____

- A site plan or plans showing where all the relevant activities are on site:
 - a) the location of the fill points
 - b) the buildings/structures
 - c) the location of the petrol dispensers
 - d) the height and location of the vent pipes
 - e) the number, capacity and location of all storage tanks

Doc Reference _____

B4 Technical documentation- please provide:

- Copy of “type approval” certificate where a site operates stage II activities

C The Details

C1 Which of the following vapour monitoring systems will be in use?

- a) Active system with automatic monitoring (Tick Relevant)
- b) Active system without automatic monitoring

C2 Do you have environmental management procedures and policy?

- Yes
- No

If yes, please supply a copy.

C3 Are there any sites of special scientific interest (SSSIs) or European protected sites nearer than 500m to the proposed installation?

- Yes
- No

If 'yes', is the installation likely to have a significant effect on the special scientific interest or European protected sites?

- Yes
- No

If 'yes', please write on a separate sheet or enclose a relevant document explaining what the implications are for the purposes of the Conservation (Natural Habitats etc) Regulations (Northern Ireland) 1995 (see appendix 2 of Annex XIV of the [general guidance manual](#)).

Doc Reference: _____

C4 Will emissions from the activity potentially have significant environmental effects (including nuisance)?

Yes

No

If 'yes', please list the potential significant local environmental effects (including nuisance) of the foreseeable emissions on a separate document.

Doc Reference: _____

If 'yes', please enclose a copy of any environmental impact assessment which has been carried out for the installation under planning legislation or for any other purpose.

Doc Reference: _____

C5 Is the proposed installation sited under living quarters?

Yes

No

D Additional Information

Please supply any additional information which you would like us to take account of in considering this application.

Doc Reference: _____

E Fees and Charges

The enclosed charging scheme leaflet outlines the application fee payable. Your application cannot be processed unless the application fee is correct and enclosed.

E1 Please state the amount enclosed as an application fee for this installation.

£ *(Cheques should be made payable to Derry City and Strabane District Council)*

Alternatively, you may make payment directly by telephone (Tel: 7137 6627) or via online banking to Danske BAC 40026018, sort code 95-07-97 with the name of your installation as a reference.

Please indicate if you have made payment directly by entering the date and reference on your payment:_____

We will confirm receipt of this fee when we write to you acknowledging your application.

E2 Please give any company purchase order number or other reference you wish to be used in relation to this fee.

E3 If your application is successful you will also have to pay an annual subsistence charge, so please say who you want invoices to be sent to.

F Protection of information

F1 Any confidential or national security information in your application?

If there is any information in your application you think should be kept off the public register for confidentiality or national security reasons, please say what and why. The [general guidance manual](#) chapter 6 advises on what may be excluded. (*Do not include any national security information in your application. Send it, plus the omitted information, to the Secretary of State who will decide what, if anything, can be made public.*)

Doc Reference _____

F2 Please note: data protection

We have a legal requirement to ask for this information. The information you give will be used by the Council to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- make sure you keep to the conditions of your permit and deal with any matters relating to your permit
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows)
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/representatives who we ask to do any of these things on our behalf.

We will only retain this information for as long as is legally required and in line with the Council's Retention and Disposal Schedule.

For further information on your rights, as an individual, go to our website: <http://www.derrystرابane.com/Footer/Privacy-Policy>

F3 Please note: it is an offence to provide false information

It is an offence under regulation 36 of the PPC Regulations, for the purpose of obtaining a permit (for yourself or anyone else), to:

- make a false statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular
- intentionally to make a false entry in any record required to be kept under any permit condition
- with intent to deceive, to forge or use a document issued or required for any purpose under any permit condition.

If you make a false statement:

- we may prosecute you, **and**
- if you are convicted, you are liable to a fine or imprisonment (or both).

G Declarations A and B for signing, please

These declarations should be signed by the person listed in answer to question A4. Where more than one person is identified as the operator, all should sign. Where a company or other body corporate is the operator, an authorised person should sign and provide evidence of authority from the board.

Declaration A: I/We certify

EITHER – As evidence of my/our competence to operate this installation in accordance with the PPC Regulations, no offences have been committed in the previous five years relating to the environment or environmental regulation.

OR- The following offences have been committed in the previous five years which may be relevant to my/our competence to operating this installation in accordance with the regulations:

Signature:_____ Name:_____

Position:_____ Date:_____

Declaration B:

I/We certify that the information in this application is correct. I/We apply for a permit in respect of the particulars described in this application (including the listed supporting documentation) I/we have supplied.

(Please note that each individual operator must sign the declaration themselves, even if an agent is acting on their behalf.)

Signature:_____ Name:_____

Position:_____ Date:_____

Signature:_____ Name:_____

Position:_____ Date:_____