

# Tank

**Permit fees are non-refundable once the application has been processed.**

- Select appropriate PERMIT Subtype from the dropdown (ABOVEGROUND ABANDONMENT, ABOVEGROUND INSTALLATION, ABOVEGROUND REMOVAL, UNDERGROUND ABANDONMENT, UNDERGROUND INSTALLATION, UNDERGROUND REMOVAL)
- In Short Description, enter short description IN ALL CAPS (ex: INSTALL 1 NEW 2 COMPARTMENT FUEL TANK; REMOVE 3 TANKS AND BACKFILL-NO NEW TANKS; REMOVE 1 10,000 FUEL TANK)
- In Job Value, enter the Contract price amount.

## Permit Application

STEP 1 PERMIT INFORMATION

STEP 2

STEP 3

STEP 4

## Permit Type Information

PERMIT Type

TANK

\*PERMIT Subtype:

ABOVEGROUND ABANDONMENT  
ABOVEGROUND INSTALLATION  
ABOVEGROUND REMOVAL  
UNDERGROUND ABANDONMENT  
UNDERGROUND INSTALLATION  
UNDERGROUND REMOVAL

\*Short Description:

Notes:

\*Job Value

- In Number of Tanks, enter the number of Tanks.

## Additional Information



\*Number of Tanks:



Related BLD Permit:

# Tank

- Enter the address for the permit, including suite number if applicable.
- Click on the correct address in the search results. The complete address will appear in “Location”. If the wrong one was selected, click **Address Lookup** again and re-type the address.
- Do not check the Property Owner box, this will be filled with the information on file.
- Check the contractor box, if not already checked.

## Location

\*Enter part or all of your address and press search

SEARCH

## Your Relation to this Permit

Property Owner

Check this box if you are the Property Owner

Contractor

Check this box if you are the Contractor

- Do not upload plans here, a separate email will be sent after the application is complete inviting you to ePlan. That email will also contain links to a quick start guide and information to assist you in using ePlan.
- Click **NEXT STEP** to continue.

Filename

Select

Description

UPLOAD

CANCEL

NEXT STEP

# Tank



LAKELAND  
FIRE DEPARTMENT

- This information will be taken based on what is on file at the City.
- The email address in the Applicant Information section (outlined in red below), will be where the ePlan invitation will be sent. Please change it here if not correct.
  - (If this is a permanent change, after the permit application is complete, change it using the **VIEW/EDIT PROFILE** option in the top bar. This will update the City’s record for all future applications.)

The screenshot shows a multi-step application process. At the top, a navigation bar contains four steps: STEP 1, STEP 2 CONTACT INFORMATION (highlighted in blue), STEP 3, and STEP 4. Below this is a header for "Application for a Permit". The "Applicant Information" section contains several fields: \*Name, \*Address, \*City (pre-filled with "lakeland fl"), \*State (pre-filled with "FL"), \*Phone, \*Email Address (highlighted with a red border), and \*Zip (pre-filled with "33810"). Below this is the "Owner Information" section, where the \*Name, \*Address, \*City, and \*State fields are all contained within a large white box with a blue border. The text inside this box reads: "As long as the Owner box remained unchecked in the previous step, this will be filled with the owner information on file." The "Contractor Information" section follows, with its \*Name, \*Address, \*City, and \*State fields also contained within a large white box with a blue border. The text inside this box reads: "As long as the Contractor box remained checked in the previous step, this will be filled with the same information as the Applicant."

# Tank



- You will be presented with the information compiled from the last 2 steps. Please review to verify it is correct. If any piece is incorrect, click the corresponding **EDIT** button and update.
- Click **NEXT STEP** when ready.

**Permit Application**

STEP 1    STEP 2    **STEP 3 REVIEW AND SUBMIT**    STEP 4

**Application for a [REDACTED] Permit**

<p><b>Permit Information</b> <a href="#">EDIT</a></p> <table border="0"><tr><td>Type</td><td>[REDACTED]</td></tr><tr><td>Subtype</td><td>NEW</td></tr><tr><td>Description</td><td>test custom fields</td></tr><tr><td>Job Value</td><td>1</td></tr></table>	Type	[REDACTED]	Subtype	NEW	Description	test custom fields	Job Value	1	<p><b>Location</b> <a href="#">EDIT</a></p> <table border="0"><tr><td>701 E MAIN ST</td></tr><tr><td>LAKELAND MCC,RAC, FL 33801 MORTONS ADDITION</td></tr></table>	701 E MAIN ST	LAKELAND MCC,RAC, FL 33801 MORTONS ADDITION										
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<p><b>Attachments</b></p> <p>To upload additional attachments click <a href="#">Here</a></p>																					

Review the information prior to submitting.

[CANCEL](#)    [PREVIOUS STEP](#)    [NEXT STEP](#)



## Confirmation

Thank you for submitting your permit application through eTRAKIT. Before you begin any work, the City's Building Inspection division staff and/or Fire Safety Management division staff must review and approve your permit application, required plans, and payment in full must be made to the City. The provided email address will be used to send all requests for any required additional documentation and approval notification for the permit.

*The fees provided on this application are an estimate based on entered information and may change after being reviewed by staff.*

Note: It is the responsibility of the contractor to print the permit once it is approved, along with the approved plans and comments, and make them available on the job site prior to work beginning and through the duration of the job.

[VIEW PERMIT](#)

### Flammable/Combustible Liquid Tank Installation or Upgrading

1. Submit plans in ePlan, invitation will be sent to the provided email account. If invitation is not received within 2 hours of completing application, check Spam/Junk folders for the message. If not there, contact [eplanhelp@lakelandgov.net](mailto:eplanhelp@lakelandgov.net) with your permit number for assistance.
2. Drawings will include: plot plan, tank sizes, tank description/type, tank location, piping layout, anchor system, slab, island, electrical layout, two way communications and scalable site layout including property lines, public ways and nearest buildings.
3. Submit Pollutant Storage Systems State License.

### Removal, or Abandonment of Fuel Tanks

1. Submit plot plan showing tank location.
2. Submit Pollutant Storage Systems State License.
3. Notify fire inspector upon tank removal.