



Kristin Foote
City Clerk

562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4115

New Application

Year: _____

Renewal Application – *fee based upon storage/volume*

GASOLINE & STORAGE APPLICATION
Annual License Period: May 1 through April 30

✓ Please refer to the check list below to ensure all steps are completed prior to submitting the original application (with “wet signature”) to the City Clerk’s Office by the due date listed below:

Page 1	Instructions and contact information
Page 2	Report of Investigation <ul style="list-style-type: none"> ○ Melrose Fire ○ Treasurer Collectors Office
Page 3	Completed State Tax ID Form
Page 4	Acknowledgement of receipt of City Administrative Code Section
Page 5	State required Form FP-005 Certificate of Registration
	Completed Business Certificate Application, if applicable
	Submit application fee payable by cash, credit card or check payable to the City of Melrose along with completed application packet to the City Clerk’s Office.

Business Name:	Fee: \$
Applicant Name:	Business Phone Number:
Address of Storage:	Cell Phone Number:



Kristin Foote
City Clerk

562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4115

REPORT OF INVESTIGATION

Gasoline & Storage Renewal Application May 1 – April 30

Please print legibly

Applicant Name:	Business Phone Number:
Business Address:	Cell Phone Number:
Mailing Address:	Emergency Phone Number:
Email Address of Owner (required):	
24-hour Emergency Contact Name:	Emergency Phone Number:

By signing below you are requesting to be granted a renewal of your existing Gasoline & Storage License. In addition, you swear and affirm that the contents of the document are truthful and accurate to the best of your knowledge and belief.

Signature of petitioner 1 _____ Date: _____

Signature of petitioner 2 _____ Date: _____

Attention City Officials: Please review the information submitted by the applicant above to ensure all fields are complete prior to providing your signature.

MELROSE FIRE DEPARTMENT Call to schedule an appointment: 781-979-4405	Date Signed: _____	\$50 Fee Paid Yes / No
<i>Melrose Fire Captain Signature</i>	<i>Fire Captain Name Printed</i>	
<input type="checkbox"/> Denied	<input type="checkbox"/> Approved	<input type="checkbox"/> Other
Comments:		
TREASURER COLLECTORS' OFFICE Available in person during City Hall business hours	Date Signed: _____	
<i>Treasurer Collector Signature</i>	<i>Treasurer Collector Name Printed</i>	
<input type="checkbox"/> Denied	<input type="checkbox"/> Approved	<input type="checkbox"/> Other
Comments:		



Kristin Foote
City Clerk

562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4115

GASOLINE & STORAGE APPLICATION

State Tax ID Form

Annual License Period: May 1 through April 30

Licensee Name: _____

Physical Address: _____

Mailing Address: _____

Manager/Business Owner: _____

By signing below I hereby certify under the penalties of perjury that I have, to the best of my knowledge and belief, filed all state tax returns, paid all state taxes, paid all local taxes, paid all water, sewer, and solid waste disposal bills, paid all tax titles, paid all utilities, and paid all motor vehicle excise taxes to the City of Melrose required by law.

Signature of Applicant or
Corporate Name*

By: Corporate Office
(Mandatory, if applicable)

Social Security # (voluntary) or
Federal Identification Number**

**This license will not be used or renewed unless this certification clause is signed by the applicant.*

***Your Social Security number or Federal Identification number will be furnished to the Massachusetts Department of Revenue (DOR) to determine whether you have met tax filing or tax payment obligations. Licensees failing to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Laws, Chapter 62C, Section 49A.*



Kristin Foote
City Clerk

562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4115

City of Melrose Administrative Code

Chapter 137. Inflammables and Explosives

§ 137-1. Licenses for keeping, storage or sale required; fees; approval of application.

[Amended 4-6-1987 by Ord. No. 1655; 11-15-2004 by Ord. No. 05-084^[1]; 5-16-2005 by Ord. No. 05-213] A. The City Council may grant licenses, in accordance with the provisions of MGL c. 148, § 13, to suitable persons to use land for the construction or maintenance thereon of buildings or other structures for the keeping, storage or sale of any of the articles named in § 9 of such chapter, except fireworks, firecrackers or torpedoes, and for the keeping of vehicles with gasoline or other volatile inflammable fluid, as defined in § 14 of such chapter, in the same. The fee for any license granted under this section shall be in accordance with the following schedule:

- (1) For a license for keeping in a designated building or structure one to five cars, inclusive: \$50; six to 25 cars, inclusive: \$100; and 25 cars and up: \$150.
- (2) For a license or licenses to keep and store crude petroleum, or any of its products, or other inflammable fluids: for the first 10,000 gallons at the rate of \$20 for each 1,000 gallons or fraction thereof; and for all over 10,000 gallons at the rate of \$1 for each 1,000 gallons or fraction thereof.
- (3) For a license or licenses to keep, store and sell crude petroleum, or any of its products, or other inflammable fluids: for the first 10,000 gallons at the rate of \$15 for each 1,000 gallons or fraction thereof; and for all over 10,000 gallons at the rate of \$1 for each 1,000 gallons or fraction thereof.
- (4) For licenses for keeping, storing and selling ammunition in a designated building or structure: \$2. B.

No license shall be granted under this section unless the application therefor is approved by the Chief of the Fire Department, nor shall any license be granted for the keeping for sale at any retail filling station of more than 40,000 gallons of gasoline or more than 500 gallons of other inflammable fluids.

State law references — Granting of licenses, after notice and hearing, for storage of petroleum and its products, filin Marshal, MGL c. 148, § 13; explosives, MGL c. 148, § 9 et seq. ^[1]*Editor's Note: This order provided an effective date of 1-1-2005.*

§ 137-2. Annual registration of license; notice to Council of failure to file.

A. Licenses granted under § 137-1 shall be subject to the provisions of MGL c. 148, § 13, requiring the filing of a certificate of registration therefor annually, and the fee for the filing of such certificate shall be 1/2 the amount of the fee for the license.

B. The City Clerk shall, on the first day of May in each year, notify the City Council of all owners or occupants of land used under licenses hereinbefore referred to who have failed to file a certificate of registration as herein required, and, upon receipt of such notification, the City Council may, in the manner provided by law, revoke such license.

§ 137-3. Storage of barrels, cans, tires and motor vehicles at filling stations.

No owner or occupant of premises licensed for the keeping, storing and selling of gasoline shall place, keep or store, or permit to be placed, kept or stored, in the open on the licensed premises any empty barrels, cans or other containers or tires, new or used, except in racks or other display devices, or any motor vehicles, except those belonging to such owner or occupant or to his/her employees or to his/her actual customers whose vehicles are on the licensed premises incident to the servicing of such vehicles, provided that so much of this section as relates to motor vehicles shall not apply to premises occupied by a licensed motor vehicle dealer or by a licensed operator of an open-air parking space. Failure to comply with the requirements of this section shall be deemed to be cause for revocation of the license.

§ 137-4. Operative air pump a condition of fuel storage permit.

[Added 12-3-1979 by Ord. No. 20282]

- A. The approval of any license or permit to store fuel for the purposes of retail sale to the public, or the approval of any application for the renewal or reissuance of any license or permit to store fuel for the purpose of retail sale to the public, shall be conditioned upon the installation and continuing maintenance and operation on the licensed premises of an air pump for the use of the general public without a fee or charge for the use thereof.
- B. The failure to keep the air pump operative and available to the general public for more than 72 consecutive business hours shall constitute a violation of the condition of the license or permit sufficient to result in the revocation of the license or permit.

By signing below, you are acknowledging that you have read the City of Melrose Charter and Administrative Charter Chapter 152 §12 pertaining to Gasoline & Storage and understand all that is required as a licensee.

Applicant Signature

Date

