

# UNATTENDED SELF-SERVICE MOTOR VEHICLE FUEL DISPENSING REQUIREMENTS

*For Use by Unidocs Member Agencies or where approved by your Local Jurisdiction  
Authority cited: California Fire Code (CFC); Title 23, Div. 3, Ch. 16 California Code of Regulations (CCR)*

These requirements are specific to self-service motor vehicle fuel dispensing facilities where a qualified attendant is not on duty at all times during business hours. Additionally, general requirements for all dispensing facilities can be found in the current California Fire Code and California Underground Storage Tank (UST) Regulations.

1. The local authority having jurisdiction (AHJ) must approve unattended fueling operations. The approval may be for the entire area of jurisdiction or on a case by case basis. Check with your local AHJ. [CFC §2204.3.1]
2. When approved, the fueling facility owner or operator shall provide and be accountable for daily visits, regular equipment inspections, and maintenance. [CFC §2204.3.1]
3. For UST facilities that are not routinely staffed, the facility's Designated Underground Storage Tank Operator shall implement a facility employee training program approved by the local Unified Program Agency. [23 CCR §2715(f)(2)]
4. Dispensers operated by insertion of cash shall not be operated unless approved by the AHJ. [CFC §2204.3.2]
5. Dispensers shall be programmed or set to limit uninterrupted fuel delivery to 25 gallons and require a manual action to resume delivery. Alternatively, preprogrammed cards can be utilized, when approved. [CFC §2204.3.7]
6. A manually resettable emergency fuel shutoff device shall be clearly identified and readily accessible. The device shall be located within 100 feet of but not less than 20 feet from the fuel dispensers. [CFC §2204.3.3]
7. A telephone, not requiring a coin to operate, or other approved clearly identified means to notify the fire department shall be provided at the fueling site in a location approved by the AHJ. [CFC §2204.3.6]
8. Dispenser operating instructions shall be posted on every dispenser and shall indicate the location of the emergency fuel shutoff. [CFC §2204.3.4]
9. In addition to other warning signs required by the California Fire Code, an emergency procedures sign shall be posted in a conspicuous location and shall read: [CFC §2204.3.5]

## IN CASE OF FIRE, SPILL OR RELEASE

1. Use Emergency Pump Shutoff!
2. Report the accident!  
Fire Department Telephone No. **911**  
Facility address \_\_\_\_\_