ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

MATTHEW S. KAUFMANN
DEPUTY HEALTH DIRECTOR

NICOLE A. HEATH
ACTING DIRECTOR OF HAZARDOUS MATERIALS PROGRAMS

CONTRA COSTA
HEALTH SERVICES

CONTRA COSTA
HAZARDOUS
MATERIALS PROGRAMS

4585 Pacheco Boulevard, Suite 100
Martinez, California 94553

Ph (925) 655-3200
Fax (925) 646-2073

cchazmat@cchealth.org
www.cchealth.org/hazmat/

GUIDELINES FOR PERMIT TO CLOSE UNDERGROUND STORAGE TANK SYSTEMS

A. GENERAL INSTRUCTIONS

1. Submit all information in duplicate. Answer all questions, leaving no blanks. One approved copy will be returned to the applicant with comments.

2. Include a detailed site map on a separate sheet of paper, showing the location of the tank(s), piping, streets, adjacent properties (north toward the top of the page), nearby septic tanks, leach fields, water wells, buildings, underground public utility lines (including water, sanitary sewer and storm drains), and distance of piping from tank to dispensers. If underground utilities are not included on the site map, you must state in writing that USA Dig will be contacted prior to excavation.

3. Complete "Application For Permit To Close".

4. Contractors shall submit or have on file with the local agency information verifying that they possess a current State Contractor's License (A, B, C-36/D-40), State Hazardous Substance Removal Certificate and Workmen's Compensation Insurance.

5. Obtain an EPA Site Number from the Department of Toxic Substances Control(800) 618-6942 for temporary hazardous waste removal activities associated with underground storage tank removals.

5. Submit a "Site-specific Health and Safety Plan" as an addendum to thisapplication. Address all potential hazards for this specific job site.

6. The Bay Area Air Quality Management District (BAAQMD) requires written notification prior to removal of any tank containing organic material (it must be post-marked at least 5-days before start of excavation).

7. Dig Alert should be contacted at (800) 642-2444 prior to start of excavation.

8. Contractor to provide a properly calibrated combustible gas indicator (to verify the presence/absence of a flammable atmosphere and oxygen level of tank prior to lifting from the excavation),

9. The contractor shall be responsible for ensuring that conditions at the site providefor workplace safety, protection of the environment and maintenance of integrity of nearby structures.

10. Soil/groundwater samples shall be analyzed by a laboratory state-certified for the required analyses and handled under a chain of custody. Sample results without a chain-of-custody form shall be considered invalid and re-sampling will be required.

11. If contamination is found, further soil and/or groundwater investigation may be required. At this point the site will be referred to the appropriate Regional Water Quality Control Board.
    a. Monitoring wells shall be destroyed as required. Contra Costa Health Services Environmental Health [(925) 646-5225] requires a permit forthe destruction of water wells.
    b. Check with local agencies (e.g. Building and/or Public Works) regarding requirements for additional permits (e.g. electrical, plumbing,excavation, compaction and grading, etc.) and any work impacting public streets, walkways, and rights-of-way.

B. TANK REMOVAL

1. Hazardous materials shall be removed from tanks and piping prior to tankremoval and must be properly managed. BAAQMD requires that VOC residuals in tanks amount to less than 1/1,000 of the tank volume (e.g. less than 5 gallons VOC remaining in a 5,000 gallon tank). To achieve this, rinsing and/or tipping and pumping of the tank(s) may be necessary. Materials generated as the result of the rinsing or decontamination of tanks shall be manifested as hazardous waste.

2. All tanks and piping shall be manifested and hauled bya licensed hazardous waste transporter to a permitted facility, unless cleaned in accordance with Title 22 California Code of Regulations, Division 4.5, Chapter 32, sections 67383.1 to 67383.5.

3. All sludge, loose scale, residue, rinsate, and debris generated during the tank cleaning process shall be managed as hazardous waste. Fuel/Reinstate shall be manifested off site same day as cleaning is completed.

4. All piping and appurtenances shall be free of product, sludge, rinsate, and debris to the extent that no material can be poured or drained from them when held in any orientation.

5. Tanks shall be free of product, sludge, scale, rinsate, and debris, except that residual staining (i.e. light shadows, slight streaks, or minor discolorations) caused by soil or waste, or small amounts of waste in cracks, crevices, and pits may be present. A thorough visual inspection of the tank interior shall be performed to confirm this.

6. If tanks and piping are cleaned, they may be hauled off as nonhazardous waste and disposed of in Class 2 or 3 landfill.

7. Tanks shall be removed from the excavation within 24 hours of removal ofbackfill.

8. Tank removal or relocation may commence only after the local agency inspector has given approval.

9. All tanks shall be transported from the site on the same calendar day as they are removed from the ground or they may be required to be placed back into the excavation.

10. All electrical service to the tank(s)/pumps shall be terminated prior to excavation.

11. The pump and all associated piping shall be removed or capped if it is unable to be removed.

12. If the tank(s) previously contained flammable/combustible material having the potential to generate flammable vapors, the cleaning standard shall be zero percent of the Lower Explosive Limit (LEL) for the material(s) previously held and oxygen concentration equal to that of ambient air (i.e. approximately 20.9%). To confirm this, oxygen and LEL readings, measured at the top, center, and bottom of the tank shall be taken with a properly calibrated combustible gas indicator (CGI). These readings shall be recorded in the Tank Closure Certification form.

13. Tanks previously containing flammable/combustible materials shall be made safe for removal from the excavation by the addition of dry ice (carbon dioxide) or other methods approved by the local agency sufficient to achieve an atmosphere of either less than 10% oxygen or less than 20% LEL.

14. Cutting Requirements

    a) All cutting activities shall be approved by the local Fire Department.
    b) The tank cleaning contractor shall provide, on-site and readily accessible, at least one 40BC rated portable fire extinguisher and a combustible gas indicator (CGI) meter, capable of measuring LEL and oxygen levels, which is properly calibrated on-site.
    c) Only non-sparking cold-cutting tools or a non-sparking cold-cutting process shall be used in cutting.
    d) Prior to cutting, the interior atmosphere of the tank shall be made safe by the addition of dry ice (carbon dioxide) or other methods approved by the UPA sufficient to achieve an atmosphere of either less than 5% oxygen or less than 20% LEL, measured at the top, center, and bottom of the tank by the CGI meter.

15. Transportation of Uncut Tank:

    a) Any cleaned tank that has not been cut on-site, is intended for transportation off-site, and has the potential to generate flammable vapors shall be inerted with a minimum one pound of dry ice per each 45 gallons of tank volume (i.e., 22.2 pounds per 1,000 gallons).
    b) Before the tank(s) is/are loaded onto the transport vehicle, oxygen and LEL

readings, measured at the top, center, and bottom of the tank shall be taken with a properly calibrated CGI meter and oxygen sensor. Readings shall be less than 10% oxygen or less than 20% LEL.

c) All openings in the tank shall be plugged except for a 1/8" vent.
d) All cracks, holes, and other damaged sections of the tank(s)/piping shall be plugged. If a release of hazardous material could occur, the tank(s), piping, and appurtenances shall be wrapped in plastic sheeting or another appropriate barrier compatible with and capable of containing a release. If the barrier becomes contaminated, it shall be managed as hazardous waste.

16. The tank closure contractor shall provide removal/lifting equipment of a size adequate to safely remove tanks.

17. If an excavation is to remain open after the contractor leaves the site, the excavation perimeter shall be fenced 6' feet high or posted with a 24-hour guard.

18. All stockpiles of contaminated/suspect soil shall be stored on bermed plastic covered.

19. If a release occurred an Unauthorized Release Report must be submitted to CCHSHMP and Regional Water Quality Control Board.

20. Facility shall update tank information/Removal/Closure date through the CERS within 10 days of tank removal.

21. Once the UST removal activities are completed, CCHSHMP will send the UST Closure Confirmation Form to the UST owner/operator.

C. SOIL AND GROUNDWATER SAMPLING

The following documentation shall be submitted within 30-days of the tank removal date:

1. Analytical results, mailed directly from the laboratory to CCHSHMP, including a chain of custody, sampling plot plan, and quality assurance and quality control (QA/QC).
2. Tank/piping Hazardous Waste Manifest(s).
3. Tank Closure Certification Form (DTSC form 1249), if applicable.
4. Hazardous Waste manifest(s) for piping, rinsate, residual fuel, or wasteoil receipt.

A site which has had USTs removed, shall not be considered for final closure until the above items are submitted for review.