



**Environmental
Health Department**
Alameda County Health

Hazardous Materials Division
Certified Unified Program Agency (CUPA)
1131 Harbor Bay Parkway Alameda, CA 94502
(510) 567-6702 deh.acgov.org

OFFICE USE ONLY

SR No.

UNDERGROUND STORAGE TANK PLAN CHECK PERMIT APPLICATION

GENERAL INFORMATION

CERSID: _____

FACILITY NAME: _____

FACILITY ADDRESS: _____
Street Number Street Name City Zip Code

TANK OWNER			TANK OPERATOR <input type="checkbox"/> Check if same as Tank Owner		
Name:			Name:		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone:	E-Mail:		Phone:	E-Mail:	

CONTRACTOR INFORMATION

Company Name:		Contact Name:	
Address:	City:	State:	Zip:
Phone:	CSLB License No.	E-mail:	
Hazardous Substances Removal Certificate: <input type="checkbox"/> YES <input type="checkbox"/> NO Worker Comp. Insurance Co:			

SCOPE OF WORK (Check all that apply)

- ☐ TANK INSTALLATION ☐ TANK SYSTEM UPGRADE ☐ TANK SYSTEM MODIFICATION/REPAIR ☐ TANK CLOSURE ONLY
- | | | |
|--|---|---|
| <input type="checkbox"/> New Tank Installation | <input type="checkbox"/> Dispenser Containment Installation | <input type="checkbox"/> Repair Sump(s): How many? ____ |
| <input type="checkbox"/> Installation Double-wall Piping | <input type="checkbox"/> Piping Repair/Modification | <input type="checkbox"/> Replace Turbine Pump |
| <input type="checkbox"/> Installation of Turbine/Fill Sump | <input type="checkbox"/> Spill Bucket (in-ground) | <input type="checkbox"/> Repair Under Dispenser Containment: How many? ____ |
| <input type="checkbox"/> Secondary Containment Repair | <input type="checkbox"/> Spill Bucket (in Sump) | <input type="checkbox"/> Install/ Remove New Monitoring System or Component |
| <input type="checkbox"/> Line Leak Detector | <input type="checkbox"/> Tank(s) Replacement | <input type="checkbox"/> Change Stored Product |

Comments:

PE Code	NEW UST CONSTRUCTION (COMPLETE APPLICATION PART II)	Fees
4288	Installation Fee for First Tank / Base Tank	\$8768.00 \$
4289	Each additional Tank Installed No. of Tank(s) _____	\$840.00 \$
UST CLOSURE (COMPLETE APPLICATION PART III)		
4124	Tank System Closure Fee	\$3161.00 \$
UPGRADE / REPAIR (COMPLETE APPLICATION PART IV)		
4223	Minor UST Modifications (1 Inspection)	\$1324.00 \$
4222	Major UST Modifications (2 or more Inspections)	\$2741.00 \$
TOTAL FEE		\$

Submit three sets of this application package, including plan drawings with the required fee. Additionally, submit electronic plans (PDF) if drawings are larger than 11"x17". See deh.acgov.org/Billings-Fees-Permits for payment options.

Applicable fees must be submitted with the application package. Additional information may be required to obtain final approval. Project approval is contingent on submittal and review of a complete package. No work shall begin until the permit is issued.



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SR No.

APPLICATION TO CLOSE AN UNDERGROUND STORAGE TANK (UST) SYSTEM

NUMBER OF
TANKS TO BE
CLOSED

CLOSURE TYPE: ☐ REMOVAL ☐ IN PLACE ☐ PIPING ONLY ☐ OTHER

Reason for tank(s) to be closed:

TANK DESCRIPTION (A scaled plot plan with the location of the UST system including buildings and landmarks must be included.)

CERS TANK ID#	CAPACITY	CONTENTS	COMPOSITION	DATE INSTALLED	SINGLE/ DOUBLE WALLED	TANKS CURRENTLY IN USE?		
						YES	NO	LAST DATE OF OPERATION
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			
					<input type="checkbox"/> SW <input type="checkbox"/> DW			

Use reverse side to list additional USTs to be closed

Has the tank system ever failed or leaked? ☐ YES ☐ NO ☐ UNKNOWN

ACEHD's preferred closure method is Removal. If tanks are proposed to be closed in place. Submit alternative closure work plan describing:

- Reason/justification for closure in place signed by a PE
- Soil sampling plan
- Inert material to be used to fill UST

TANK, PIPE, AND SOIL DISPOSAL LOCATION

SITE NAME	ADDRESS	CITY	ZIP

DECLARATION

I declare that to the best of my knowledge and belief, the statements and information provided are correct and true. I understand that information in addition to that provided above may be needed in order to obtain final approval by the Alameda County Environmental Health Department (ACEHD).

I understand that tests and procedures that may be required by other departments and agencies to demonstrate adequate site safety or suitability for further development (e.g. soil compaction testing) are in addition to the requirements of ACEHD.

I will notify ACEHD, through dehust@acgov.org, at least two working days (48 hours) before work is to begin in order to schedule the required inspections. I understand that site and worker safety are solely the responsibility of the property owner, or agent and that this responsibility is not shared or assumed by ACEHD.

SIGNATURE

PRINT NAME

DATE

TITLE

UST CLOSURE WORK PLAN

A UST Closure Work Plan must be submitted with the following required information:

1. PLOT PLAN

A. Three (3) copies of this plan plus attachments and a payment of fees must be submitted to this Department.

- One complete copy of your approved plan must be at the job site at all times.

Any cutting into steel tanks requires local fire department approval.

B. STATE REGISTERED HAZARDOUS WASTE TRANSPORTERS/FACILITIES

- a) All residual liquids and sludges are to be removed from tanks before tanks are inerted.
- b) Tanks must be hauled as hazardous waste or cleaned and inerted prior to movement.

C. SITE HEALTH AND SAFETY PLAN

A site-specific Health and Safety plan must be submitted. We suggest that the site health and safety plan include the following items, at a minimum:

- a) The name and responsibilities of the site health and safety officer.
 - b) An outline of briefings to be held before work each day to apprise employees of site health and safety hazards;
 - Identification of health and safety hazards of each work task. Include potential fire, explosion, physical, and chemical hazards.
 - c) For each hazard, identify the action levels (contaminant concentrations in air) or physical conditions which will trigger changes in work habits to ensure workers are not exposed to unsafe chemical levels or physical conditions.
 - d) Description of the work habit changes triggered by the above action levels or physical conditions.
 - Frequency and types of air and personal monitoring, along with the environmental sampling techniques and instrumentation, to be used to detect the above action levels. Include instrumentation maintenance and calibration methods and frequencies.
 - e) Confined space entry procedures (if applicable);
 - f) Decontamination procedures;
 - Measures to be taken to secure the site, excavation, and stockpiled soil during and after work hours (e.g., barricades, caution tape, fencing, trench plates, plastic sheeting, security guards, etc.);
 - g) Spill containment/emergency/contingency plan. Be sure to include emergency phone numbers, the location of the phone nearest the site, and directions to the emergency room nearest the site.
 - h) Documentation that all site workers have received the appropriate OSHA approved training and participate in appropriate medical surveillance in accordance with 29 CFR 1910.120; and
 - i) A page for employees to sign indicating they have read and will comply with the site health and safety plan.
- The safety plan must be distributed to all employees and contractors working in hazardous waste operations on site.

A complete copy of the site health and safety plan along with any standard operating procedures shall be on site and accessible at all times.

2. UST CLOSURE REPORT

The tank closure report should contain the following information:

- a) General description of the closure activities.
- b) Description of tank, fittings, and piping conditions. Indicate tank size and former contents; note any corrosion, pitting, holes, etc.;
- c) Description of the excavation. Include the tank and excavation depth, a log of the stratigraphic units encountered within the excavation, a description of root holes or other potential contaminant pathways, the depth to any observed groundwater, descriptions and locations of stained or odor-bearing soil, and descriptions of any observed free product or sheen;
- d) Detailed description of sampling methods, i.e., backhoe bucket, drive sampler, bailer, bottle(s), sleeves;
- e) Description of any remedial measures conducted at the time of tank removal;
- f) To-scale figures showing the excavation size and depth, nearby buildings, sample locations and depths, and tank and piping locations. Include a copy of the plot plan prepared for the Tank Closure Plan under item 19;
- g) Chain of custody records;
- h) Copies of signed laboratory reports;
- i) Copies of "TSDF to Generator" Manifests for all hazardous wastes hauled offsite (sludge, rinsate, tanks and piping, contaminated soil, etc.);
- j) Documentation for the disposal of, volume disposed, and final destination of all non-manifested contaminated soil disposed offsite.
- k) Location of disposal of tanks and piping classified as non-hazardous, include bill of lading or other evidence of disposal

SAMPLING PROTOCOL**TANK SYSTEM CLOSURE BY REMOVAL**

☐ The Tanks shall be exposed prior to the scheduled inspection and sampling points identified by ACEHD inspector. Sampling is required for both tank and piping. ***The tank and piping must remain in the excavation until the ACEHD Inspector approves the removal.***

TANK SYSTEM CLOSURE IN PLACE

☐ Submit an alternate plan which must include soil sampling, reason for closing the tank system in place and type of material to be used to fill the tank. Soil sampling and/or hydrostatic testing is also required for piping closures. Tank system closure in place will only be considered after evaluating the risks and hazards.

REQUIRED INSPECTION(S)

A representative from ACEHD must be on site at the time the tank(s) and piping are closed.

TANK SYSTEM CLOSURE BY REMOVAL

☐ The overburden (concrete) shall be removed prior to the scheduled inspection. The tank owner/authorized representative, a combustible gas instrument and soil sampling equipment must be on site. The ACEHD Inspector will identify sampling points. ***The tank and piping must remain in the excavation until ACEHD approves the removal.***

TANK SYSTEM CLOSURE IN PLACE

☐ Soil sampling for tank(s) and piping.

☐ The ACEHD Inspector shall verify that the tank system has been properly emptied and will witness the filling with an approved inert substance. Piping must be closed at the same time as the tank. The tank owner/authorized representative on site shall submit a uniform hazardous waste manifest demonstrating that the tank has been properly decontaminated.

Closing or replacing 50% or more of piping on site requires a Tank Closure Permit.



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SR No.

HAZARDOUS WASTE TANK CLOSURE CERTIFICATION

FACILITY IDENTIFICATION

FACILITY NAME: _____ CERS ID: _____

TANK OWNER NAME: _____

TANK OWNER ADDRESS: _____

TANK OWNER CITY: _____ STATE: _____ ZIP CODE: _____

TANK CLOSURE INFORMATION

TANK INTERIOR ATMOSPHERE READINGS	CERS Tank ID # (Attach additional copies of this page for more than three tanks)	Concentration of Flammable Vapor			Concentration of Oxygen		
		Top	Center	Bottom	Top	Center	Bottom
1							
2							
3							
4							

CERTIFICATION

On examination of the tank, I certify the tank is visually free from product, sludge, scale (thin, flaky residual of tank contents), rinsate and debris. I further certify that the information provided herein is true and accurate to the best of my knowledge.

SIGNATURE OF CERTIFIER

NAME OF CERTIFIER:

TITLE OF CERTIFIER:

ADDRESS:

CITY:

PHONE:

DATE

CERTIFICATION TIME

STATUS OR AFFILIATION OF CERTIFYING PERSON Certifier is a
representative of the CUPA, authorized agency, YES NO

Name of CUPA,

If certifier is other than CUPA, check appropriate box below:

- ☐ a. Certified Industrial Hygienist (CIH)
☐ b. Certified Safety Professional (CSP)
☐ c. Certified Marine Chemist (CMC)
☐ d. Registered Environmental Health Specialist (REHS)
☐ e. Professional Engineer (PE)
☐ f. Class II Registered Environmental Assessor
☐ g. Contractors' State License Board licensed contractor (with
hazardous substance removal certification)

TANK PREVIOUSLY HELD FLAMMABLE OR COMBUSTIBLE MATERIALS ☐ YES ☐ NO
(If yes, the tank interior atmosphere shall be re-checked with a combustible gas indicator prior to work being conducted on the tank.)

CERTIFIER'S TANK MANAGEMENT INSTRUCTIONS FOR SCRAP DEALER, DISPOSAL FACILITY, ETC:

A copy of this certificate shall accompany the tank to the recycling / disposal facility and be provided to CUPA.

MINIMUM VERIFICATION ANALYSES FOR UNDERGROUND STORAGE TANK SITES



ALAMEDA COUNTY CUPA
ENVIRONMENTAL HEALTH DEPARTMENT
HAZARDOUS MATERIALS DIVISION
 1131 Harbor Bay Pkwy, Alameda, CA 94502
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This document describes required laboratory analyses for soil and groundwater samples collected for underground storage tank (UST) sites. These requirements replace those previously described in the Unidocs guidance document entitled, "Recommended Minimum Verification Analyses for Underground Storage Tank Leaks" (UN-078). Analytes may be added or deleted during site characterization and remediation with approval from ACEHD.

Material Stored	Analytes	Analytical Method	
		Soil	Groundwater
Gasoline Leaded or Unleaded	TPH as gasoline C5-C12	EPA 8260B/C	EPA 8260B/C
	BTEX, MTBE, TBA, naphthalene, EDB, EDC, and ethanol ²	EPA 8260B/C	EPA 8260B/C
	Lead, ³ Organic lead	EPA 6010, GC-ECD or GC-MS	No analysis ⁴
Unknown Fuel	Same analytes as for gasoline	As above	As above
	TPH as diesel C12-C22	EPA 8015	EPA 8015
Diesel, Jet Fuel, Kerosene, or Fuel Oil	TPH specific to fuel (e.g., TPH as kerosene)	EPA 8015	EPA 8015
	BTEX, MTBE, and naphthalene	EPA 8260B/C	EPA 8260B/C
Chlorinated Solvents	Volatile Organic Compounds (full scan including BTEX, naphthalene, and chlorinated hydrocarbons)	EPA 8260B/C full scan	EPA 8260B/C full scan
	TPH as Stoddard Solvent C7-C12	EPA 8015	EPA 8015
Waste Oil, Used Oil, Unknown Oil, or Bunker Fuel	TPH as gasoline C5-C12	EPA 8260B/C	EPA 8260B/C
	TPH as diesel C12-C22	EPA 8015	EPA 8015
	TPH as motor oil C23-C32 ⁵	EPA 8015	No analysis ⁴
	Volatile Organic Compounds (full scan including BTEX, MTBE, TBA, naphthalene, and chlorinated hydrocarbons)	EPA 8260B/C full scan	EPA 8260B/C full scan
	Metals: Cd, Cr, Pb, Ni, Zn	EPA 6010	No analysis ⁴
	PCBs	EPA 8082A	EPA 8082A
	Semi Volatile Organic Compounds (including PAHs ⁶ , pentachlorophenol, and creosote)	EPA 8270	EPA 8270

Notes:

1. Silica gel cleanup is not to be performed for any of the above analyses.
2. Benzene, Toluene, Ethylbenzene, Xylenes (BTEX), Methyl tertiary Butyl Ether (MTBE), Tert Butyl Alcohol (TBA), lead scavengers Ethylene Dibromide (EDB) and Ethylene Dichloride (EDC), and ethanol. Additional fuel oxygenates Tert amyl ether (TAME), di-isopropyl ether (DIPE), and Ethyl t-butyl ether (ETBE) may be added as optional analytes.
3. Organic lead may be added as an optional analyte at fuel leak sites where lead is an analyte. Organic lead to be quantified by GC- electron capture detector (ECD) or GC-MS. HML 939 is not recommended.
4. No groundwater sample for metals or TPH as motor oil is required unless requested by ACEHD.
5. For USTs that potentially contained oils that are not petroleum-based, analysis for hexane extractable materials using EPA Method 9071B for soil and EPA Method 1664 for water is required.
6. Polycyclic aromatic hydrocarbon (PAH) analysis must include naphthalene, acenaphthene, acenaphthylene, anthracene, chrysene, fluorine, fluoranthene, phenanthrene, pyrene, benzo(b)fluoranthene, benzo(a)pyrene, benzo(k)fluoranthene, benzo(a)anthracene, indeno(1,2,3-c,d)pyrene, dibenzo(a,b)anthracene, and benzo(g,h,i)perylene.