



HAZARDOUS MATERIALS MANAGEMENT DIVISION

UNDERGROUND STORAGE TANK GUIDELINES TO TEMPORARY CLOSURE

NOTE: This Division strongly urges applicants to contact the local Fire Department Jurisdiction prior to the temporary closure of any Underground Storage Tank (UST) as local fire restrictions may be more stringent.

A. General Information and Requirements

1. Temporary closure requirements shall apply to those USTs in which the storage of hazardous substances has ceased, but where the UST owner or operator proposes to retain the ability to use the UST within the next twelve (12) consecutive months for the storage of hazardous substances.
2. Temporary closure requirements do not apply to those USTs in which hazardous substances continue to be stored, even though there is no use being made of the stored hazardous substances. In those cases, the applicable containment and monitoring requirements shall continue to apply.
3. Prior to closure, the UST owner shall submit to the Division a proposal describing how the owner intends to comply with the temporary closure requirements (i.e. a work plan must be submitted).
4. Temporary closure status is unavailable for USTs that have experienced an unauthorized release unless permitted repairs and testing have been completed.
5. A one-time permit application fee will be assessed at the beginning of the temporary closure period. If the owner/operator elects to permanently close the UST during this twelve (12) consecutive month period, no additional closure fees will be assessed. Operating fees will be required if the UST is placed back into operation.
6. At the end of the twelve (12) month temporary closure period, the Division may grant an additional twelve (12) month extension if the UST system met the containment and monitoring requirements for new and existing UST's at the time of temporary closure. In addition, a work plan **must be submitted** and a site assessment conducted prior to this Division granting any extensions.
7. The owner/operator may terminate the temporary closure status and operate the UST only if the Division approves the use according to the requirements specified in the California Underground Storage Tank Regulations, Title 23, California Code of Regulations.

B. Owner/Operator must comply with the following Temporary Closure Requirements:

1. Complete a UST closure application and submit applicable fees. A closure permit valid for ninety (90) days will be issued. If a closure inspection of the UST is not completed by a representative from this Division within ninety (90) days, the closure permit shall expire. Additional fees will be assessed for a new closure permit.

Corona
2275 S Main St Suite 204
(951) 273-9143
Fax (951) 520-8319

Hemet
800 S. Sanderson
(951) 766-6524
Fax (951) 766-1778

Indio
47-950 Arabia St Suite A
(760) 863-8976
Fax (760) 863-8303

Riverside
4065 County Cir
(951) 358-5055
Fax (951) 358-5017

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2. A UST closure inspection must be scheduled with the Division five (5) working days in advance of proposed closure date. Date and time of UST closure must be confirmed by telephone twenty-four (24) hours prior to proposed closure. In order to maintain site safety, all closure activities shall be scheduled promptly after rinsing and purging of flammable vapors.
3. All liquids, solids, and sludge shall be removed and handled according to the provisions of Chapter 6.5, Division 20 of the Health and Safety Code. The UST shall be properly cleaned, which usually requires the pressure washing/rinsing of the UST and removal of the contents via a vacuum type pump system that is designed to safely handle flammable liquids. Appropriate site safety during cleaning shall be maintained through sufficient monitoring, proper personal protective equipment for employees, emergency equipment, etc. The Division can provide a list of licensed hazardous waste haulers/tank rinsing companies.
4. The UST shall be inerted to levels that shall preclude explosion (22.2 pounds of dry ice per 1000 gallons of tank capacity). A properly calibrated explosion type meter is recommended to demonstrate that the tank is inert.
5. All fill, access locations, and piping (except for required venting) shall be sealed with locking caps and/or concrete plugs.
6. Disconnect electrical service to the pump associated with UST to be temporarily closed (i.e. remove breakers, disconnect turbine/dispenser wiring). **Corrosion protection systems must remain operational during the temporary closure period.**
7. An inspection of the temporarily closed UST shall be performed and recorded by the owner/operator at least once every three (3) months to assure that the temporary closure requirements are still in effect. This shall, at a minimum include:
 - a. Visual inspections of all locked caps and concrete plugs.
 - b. At least one (1) locking cap (if used) shall be removed to determine if any contaminant has been added to the tank or if there has been a liquid level change.
 - c. Verification that the electrical service is still disconnected.
 - d. Verify that the UST is inert.

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