



DEPARTMENT OF
ECOLOGY
State of Washington

UNDERGROUND STORAGE TANK (UST)

30-DAY NOTICE

(See back of form for instructions)

FOR OFFICE USE ONLY
Site ID # _____
FS ID # _____

Please ✓ the appropriate box: Intent to Install Intent to Close

HQ (360)407-7170 / Central (509)575-2490 / Eastern (509)329-3400 / Northwest (425)649-7000 / Southwest (360)407-6300

SITE INFORMATION	OWNER INFORMATION (this form will be returned to this address)
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Tag or UBI number	UST Owner/Operator
Site Name	Mailing Address/PO Box
Site Physical Address	City Zip Code
City Zip Code	Owner/Operator Phone Number
Site Phone Number	Owner/Operator Email Address

TANK INFORMATION

Tank ID	Substance Stored	Capacity	Date Project is Expected to Begin	Comments:

1) SERVICE PROVIDER INFORMATION - check the appropriate boxes

PLEASE NOTE: INDIVIDUALS PERFORMING UST SERVICES MUST BE ICC CERTIFIED OR HAVE PASSED ANOTHER QUALIFYING EXAM APPROVED BY THE DEPARTMENT OF ECOLOGY.

Installer Decommissioner Site Assessor

Service Provider Company Name	Contact Person
Certified Service Provider Name	Contact Phone Number
ICC Certification #	Contact Email Address

2) SERVICE PROVIDER INFORMATION (REQUIRED IF USING MORE THAN ONE PROVIDER) - check the appropriate boxes

Installer Decommissioner Site Assessor

Service Provider Company Name	Contact Person
Certified Service Provider Name	Contact Phone Number
ICC Certification #	Contact Email Address

Instructions

Please Read Carefully

AFTER COMPLETING THIS FORM, RETURN TO:

DEPARTMENT OF ECOLOGY
TOXICS CLEANUP PROGRAM
P.O. BOX 47655
OLYMPIA, WA 98504-7655

GENERAL

Under WAC 173-360-200 and 173-360-385, owners and operators are required to notify Ecology 30 days prior to beginning underground storage tank (UST) installation or decommissioning projects. Please use a separate form for each activity. Once this form is received and processed by Ecology, it is date stamped and returned to the owner listed on the form. Installation and decommissioning projects may begin 30 days after the date stamped on the form. If a project cannot meet the deadlines described below, you must submit an additional 30-Day Notice. The 30-day wait period may be waived on these additional 30-Day Notices by contacting the inspector in your region.

SITE AND OWNER INFORMATION

Fill in the site and owner information and be sure to provide telephone numbers and email addresses so that any problems can be resolved quickly. Include the facility compliance tag or UBI number for tank closures.

TANK INFORMATION

List tanks to be installed or closed, substance stored (e.g. gas, diesel, etc), tank size and date the project is expected to begin. **The contact person listed on this form must confirm the exact date an installation and/or decommissioning project will begin at least three business days before proceeding.** Please report tank ID number(s) for tanks to be closed and assign new Tank ID number(s) to tanks being installed. If you are installing new tanks, do not assign a Tank ID number that has previously been used at the facility. Use the Comments box to include additional information, such as when product was removed so that no more than one inch of residue remains in the system.

TANK INSTALLATIONS

List the installation company. The date stamped on the form indicates the beginning of a 90-day period in which an installation project must begin. Once, processed, this form also allows you to receive a one-time drop of product, for UST system testing purposes only. The fuel drop is not required to occur within this 90-day period.

To dispense product and receive additional deliveries, you must complete the Business License registration and obtain your facility compliance tag from Ecology. The registration information must be submitted to the Department of Revenue within 30 days of installation to receive a Business License with the appropriate tank endorsement(s). **If, at any time, your tank(s) store greater than one inch of product, you must begin using an acceptable release detection method to monitor for leaks every month.**

PERMANENT TANK CLOSURES

List the closure and site assessor companies. Upon receiving a completed 30-day closure form, Ecology will stamp the date received on the form and return a copy to the owner. Decommissioning projects must be completed 90 days after the stamped date. **No work may begin within the first 30 days unless a waiver has been obtained from Ecology.**

Contact your local fire marshal and planning department prior to tank closure to find out if any additional permits are required by county or other local jurisdictions. Compliance with the State Environmental Policy Act (SEPA) Rules, Chapter 197-11 WAC, may be required.

A site assessment is required at the time of closure. Contamination found or suspected at the site must be reported to the appropriate Ecology regional office within 24 hours. If the contamination is confirmed, a site characterization report must be submitted to the regional office within 90 days; if contamination is not confirmed, a site assessment report must be submitted to the above address within 30 days.

The following are examples of tanks that are exempt from notification requirements.

- ❖ Farm or residential tanks, 1,100 gallons or less, used to store motor fuel for personal or farm use only.
The fuel must be used for farm purposes and cannot be for resale.
- ❖ Tanks used for storing heating oil that is used solely for the purpose of heating the premises.
- ❖ Tanks with a capacity of 110 gallons or less.
- ❖ Equipment or machinery tanks such as hydraulic lifts or electrical equipment tanks.
- ❖ Emergency overflow tanks, catch basins, or sumps.

If you need this document in a format for the visually impaired, call Toxics Cleanup Program at (360) 407-7170. Persons with hearing loss can call 711 for Washington Relay Service. Persons with speech disability, call (877) 833-6341.