



ENVIRONMENTAL PROGRAMS DIVISION UNDERGROUND STORAGE TANK CLOSURE REPORT REQUIREMENTS

A closure report must be submitted to the Los Angeles County Public Works Environmental Programs Division within **30 days** of removal of the underground storage tank(s) (UST), hazardous substance piping, and/or other components:

The closure report shall contain the following:

1. Facility site-file number and closure application number.
2. Site background information, description of removal activities, and findings/conclusions.
3. Documentation regarding the depth to groundwater at the facility.
4. A written statement confirming that soil and groundwater samples were collected in accordance with **California Code of Regulations, Title 23, Section 2681(g)**.
5. Description of methods used for obtaining, handling, preserving, and transporting samples.
6. Any observations of site contamination, including odors, staining, discoloration, free product, impacted soil, groundwater, or other evidence of a release.
7. Site plan drawn to scale, including:
 - a) North arrow;
 - b) Adjacent streets;
 - c) Location of building(s);
 - d) Location of UST(s);
 - e) UST piping runs as encountered in the field during closure activities;
 - f) Under-dispenser containment sumps, vent piping transition sumps, and all other non-integral secondary containment locations; and
 - g) All sampling point locations, including date of collection and depth below grade.

The site plan shall demonstrate that sampling was performed in accordance with the requirements of **California Code of Regulations, Title 23, Section 2681(g)(1)**. Soil samples must be collected a minimum of **two feet into native soil**, immediately beneath:

- a) Each end of the tank;
 - b) The midpoint of each tank with a capacity greater than **12,000 gallons**;
 - c) Each internal bulkhead of compartmented tanks;
 - d) All hazardous substance piping at **20 linear-foot intervals**, with additional samples collected at each change in direction for rigid piping; and
 - e) Each dispenser.
8. Soil and groundwater (if water is present in the excavation) sample analytical results. Analytical results shall be prepared by a laboratory certified by the California State Water Resources Control Board Environmental Laboratory Accreditation Program (ELAP). Results shall be submitted on the laboratory's letterhead and include the analysis date, extraction method, and analysis method.

9. Chain-of-custody records initiated by the person relinquishing the samples and completed through receipt of the samples by the certified laboratory.
10. Quality assurance/quality control data.
11. Any commentary or notes from the certified laboratory.
12. Boring logs, if applicable.
13. Documentation demonstrating proper disposal of the UST(s), hazardous substance piping, and any hazardous waste generated as a result of closure activities. (E.g., certificate of destruction, solid and/or liquid hazardous waste manifests, disposal facility receipts)
14. Documentation demonstrating the UST(s) were inerted and certified clean. (E.g., Hazardous Waste Tank Closure Certification form)
15. Certification and signature of a California registered geologist, California certified engineering geologist, or California registered civil engineer with sufficient experience in soils.

The owner or operator must update all applicable data elements in the California Environmental Reporting System within **30 days** of removal of the UST from the excavation, or for closure in place, within **30 days** of certification of the UST as non-hazardous after on-site cleaning.

Print Name	_____	UST Owner/Operator	Contractor
Signature	_____	Date	_____