



# Notification of Temporary Closure of Underground Storage Tanks

OAR 340-150-0167(1) (d) requires that the owner or permittee of an underground storage tank (UST) to notify DEQ 30 days before placing any UST system into temporary closure. **Please complete the information requested below**, then mail or fax this notification to DEQ at the address noted below.

DEQ will issue a temporary closure certificate to the permittee that is valid for one year. Thirty days before the end of this one-year period, if you wish to keep this facility or tanks in temporary closure, you must request an extension. The definition and requirements for temporary closure (OAR 340-150-0167) have been printed on the back of this form. Please note that all USTs in temporary closure will continue to be assessed the annual compliance fee.

Permittee Information		UST Facility Information	
Permittee Name		Facility ID No.	
Company Name*		Name of Facility	
Mailing Address		Street Address	
City, State, Zip		City, State, Zip	
Contact Person		Date tanks placed in temporary closure	
Telephone No.			

*Note: Information on tanks can be found on the Operation Certificate for this facility*

Tank Information - For Tanks Placed in Temporary Closure				
Tank ID No.	DEQ Tank Permit No.	Tank Size (gallons)	Tank Contents (i.e., gas, diesel, etc.)	Is tank now empty? (check box)
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

- If tanks are empty, attach documentation that the work was done and that the contents were properly disposed of or recycled (receipt, record from contractor, etc.). If the tanks are emptied at a later date, submit the documentation to DEQ within 30 days after the tank has been emptied.

**COMPLIANCE STATEMENT:** By my signature below, I agree to comply with the requirements of OAR 340-150-0167 and the Temporary Closure Certificate issued by DEQ.

\_\_\_\_\_  
Signature of Permittee

\_\_\_\_\_  
Print Name of Permittee

\_\_\_\_\_  
Date Signed

Please return this form and any documentation for empty tanks to:

**Department of Environmental Quality** OR  
**Attention: UST Program**  
**700 NE Multnomah St., Portland, OR 97232**

**FAX Notification To:**  
**DEQ - UST Program**  
**503-229-6977**

**Questions?** Call 503-229-6652 or 1-800-742-7878 (message line, toll-free in Oregon)

Visit our web page at <http://www.deq.state.or.us/lq/tanks/ust/index.htm>

\* As registered with the Oregon Corporation Division

## General Permit Requirements for Temporary Closure of an UST System

**Definition:** *“Temporary closure”* means a halt in operation activities of an UST system for a limited time where the UST system will be brought back into operation or permanently decommissioned at some future date. For example, an UST may be temporarily closed due to corrective action activities on site, abandonment by the owner and permittee, bankruptcy proceedings, failure to maintain a financial responsibility mechanism, sale in progress or for any other reason that a permittee may choose to stop operating the UST. The term applies to an UST system that meets the definition of *“temporary closure”* whether or not the department has issued a registration certificate for this activity to the owner and permittee.

### Text from OAR 340-150-0167:

(1) The department will issue a *temporary closure certificate* to the permittee upon receipt of the required notice in accordance with OAR 340-150-0135(5) (d). This certificate will expire one year from the date of issuance. Thirty days before the expiration date, the permittee must submit one of the following to the department:

(a) An application for a change-in-service (OAR 340-150-0166) or permanent closure (340-150-0168) general permit;

(b) A written request to return the UST system to operational status; or

(c) A request for an extension of the expiration date of the *temporary closure certificate*. To be considered for an extension, the UST must be empty and a site assessment performed. In lieu of a site assessment, other acceptable documentation may be submitted.

(A) If the department approves the request for extension, the expiration period will be extended to a date determined by the department and a revised *temporary closure certificate* will be issued to the permittee.

(B) If the department denies the request, the permittee must decommission the UST system by permanent closure or change-in-service by the date established by the department. The department will notify the permittee of the denial in writing and include the reasons the request was denied.

(2) To maintain compliance with the general permit *temporary closure certificate*, the permittee must:

(a) Cap and secure all lines, pumps, access-ways and ancillary equipment, except the vent lines, if the UST system is temporarily closed for three months or more;

(b) Report suspected releases of regulated substances to the department within 24 hours (OAR 340-150-0500) and investigate suspected releases within seven days (340-150-0510);

(c) Report to the department any confirmed releases within 24 hours and investigate or take corrective action as required by:

(A) OAR 340-122-0205 through 340-122-0360 for petroleum USTs (“Cleanup Rules for Leaking Petroleum UST Systems”).

(B) OAR 340-122-0010 through 340-122-0115 for USTs containing nonpetroleum regulated substances, except that releases must be reported in accordance with the requirements of OAR chapter 340, division 142.

(d) Continuously maintain a financial responsibility mechanism for petroleum UST systems (OAR chapter 340, division 151);

(e) Allow the department access to the UST facility and records (OAR 340-150-0135(2));

(f) Provide information to the department upon request and submit information regarding UST system or UST facility changes (OAR 340-150-0135(4) and (5));

(g) Pay all annual compliance fee invoices by the specified due date or be subject to late fees (OAR 340-150-0110);

(h) Report to the department any change in ownership of property or tank or designated permittee (OAR 340-150-0052); and

(i) Not allow any person other than a service provider or supervisor licensed by the department to perform UST services, except as provided by OAR 340-150-0156.

(3) If the UST is empty of all regulated substances, the permittee must comply with the requirements of section (2) of this rule and must submit documentation to the department that the tank was emptied and that the removed regulated substance and sludge was recycled or disposed of in accordance with state, federal and local regulations. This documentation must be submitted with the notice provided to the department (OAR 340-150-0135(5) (d)) or within 30 days after the tank has been emptied.

(4) If the UST is not empty, the permittee must comply with the requirements of section (2) of this rule and perform release detection for USTs and underground piping, including monitoring, testing and record keeping in accordance with OAR 340-150-0400 through 340-150-0470.

(5) If the UST and underground piping are metal, the permittee must operate, test and maintain equipment and keep records for corrosion protection in accordance with OAR 340-150-0320 and 340-150-0325.

(6) If the UST is lined, the permittee must periodically inspect the lining in accordance with OAR 340-150-0360.

(7) When necessary to correct, detect or prevent releases, the permittee must repair, modify or replace UST system components (OAR 340-150-0350 through 340-150-0354).

(8) The permittee must maintain all records related to the temporary closure for three years after a change-in-service or permanent closure checklist and site assessment report have been approved by the department. If the UST facility is sold within this time period, the permittee must provide these records to the new property owner (OAR 340-150-0140).