



**COUNTY OF LAKE**  
**HEALTH SERVICES DEPARTMENT** Division of Environmental Health  
Lakeport: 922 Bevens Court, Lakeport, CA 95453-9739 Telephone 707/ 263-1164 FAX: 263-1681

## UNDERGROUND HAZARDOUS MATERIALS STORAGE TANK SYSTEM REPAIR APPLICATION

*Authority Cited: 1994 California Fire Code; Title 23, Div. 3, Ch. 16 CCR;*

### I. GENERAL INFORMATION

**This document, accompanied by all required attachments, shall be completed and submitted along with the project plans.** It is intended to serve as a general overview of tank repair requirements and should not be considered all-inclusive. The accompanying "Underground Storage Tank System Repair Guidelines" provides additional information on installation requirements.

### II. PROJECT INFORMATION

1. Facility Name (Tank Site): \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
EPA ID No.: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone No.: (\_\_\_\_) \_\_\_\_\_
  2. Tank Owner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_
  3. Tank Operator's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_
  4. Applicant's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone No.: (\_\_\_\_) \_\_\_\_\_
  5. Installation Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone No.: (\_\_\_\_) \_\_\_\_\_
- Hazardous Substance Removal Certificate:    \_\_\_ on file    \_\_\_ attached
- Worker's Compensation Declaration:    \_\_\_ on file    \_\_\_ attached    \_\_\_ not applicable
- Business License (*if required*):    \_\_\_ on file    \_\_\_ attached    \_\_\_ not applicable
- ICC and Manufacturer's Certifications    \_\_\_ on file    \_\_\_ attached    \_\_\_ not applicable

### III. SIGNATURE PAGE

If the owner/operator does not have a current Hazardous Materials Business Plan (HMBP) which includes these tanks OR CHANGES on file with Lake County Environmental Health, provide a plot plan of the tanks OR CHANGES to be installed. Indicate the nearest cross street to the facility, buildings immediately adjacent to the tanks, location(s) of tanks to be installed, and location of nearby utilities AND MONITORING SYSTEM LOCATIONS.

This Underground Tank REPAIR Permit expires ONE YEAR from the date of application. If tanks OR CHANGES have not been installed within ONE YEAR, a new REPAIR permit application and appropriate fees may be required.

**Facility installation inspections must be scheduled at least 48 hours in advance.  
Call Lake County Environmental Health to make necessary arrangements.  
( 707-263-1164 )**

\* If contamination of any detectable concentration is found, contact the County of Lake Environmental Health Division for cleanup and/or remediation requirements.

***DANGER: Improper handling of tanks or piping during installation, closure, removal, closure in place, inerting, transportation, cutting, or disposal may result in fire or explosion.***

I certify that I have read the tank installation guidelines and declare that the above information is correct to the best of my knowledge. The owner of the tank(s) described above is aware of the pending installation. I agree to comply with all applicable city and county ordinances and state laws relating to hazardous materials/wastes, and hereby authorize representatives of local agencies to enter upon the within mentioned property for inspection purposes.

\_\_\_\_\_  
Applicant/Agent's Name (Print)                      Applicant/Agent's Signature                      Date

*These boxes are for Lake County Environmental Health use only*

THIS APPROVAL CONSTITUTES A PERMIT FOR REPAIR OR UPGRADE OF THE ABOVE LISTED UNDERGROUND TANK SYSTEM.  
Date: \_\_\_\_\_ Print Name: \_\_\_\_\_ Sign Name: \_\_\_\_\_

THIS CERTIFIES THAT ALL UNDERGROUND TANK SYSTEM REPAIR, OR UPGRADE ACTIVITIES ( \* ) ARE COMPLETE.  
Date: \_\_\_\_\_ Print Name: \_\_\_\_\_ Sign Name: \_\_\_\_\_



# **UNDERGROUND STORAGE TANK SYSTEM REPAIR GUIDELINES**

*Authority Cited: California Fire Code; Title 23, Div. 3, Ch. 16 CCR;*

## **A. General Information**

These guidelines are applicable to the REPAIR of hazardous material underground storage tank systems (tanks and piping) regulated by Lake County Environmental Health. The guidelines serve as supplements to other requirements and/or guidelines (e.g. California Fire Code, Underground Storage Tank Regulations, manufacturers' guidelines, etc.). Where such regulations and the guidelines conflict, the more stringent requirement shall apply.

1. A REPAIR permit and payment of appropriate fees shall be required for the installation, modification or repair of any underground storage tank system which will be used for hazardous materials.
2. Contractors shall submit, or have on file with the local agency, information verifying that they possess a current State Contractor's License (A, C-36, C-61/D-40), Workers Compensation Insurance, ICC and Manufactures Certification, and (if required by the local jurisdiction) a business license. Contractor information may be obtained by calling the Contractors State License Board at (800) 321-2752.
3. Underground Service Alert should be contacted at (800) 642-2444 prior to the start of excavation.
4. The contractor shall be responsible for ensuring that conditions at the site provide for workplace safety, protection of the environment, and maintenance and integrity of nearby structures.
5. Under no circumstances shall any regulated material be placed into any underground tank system without approval of Lake County Environmental Health overseeing the installation or repair.
6. All tanks, piping, and equipment shall be installed and tested in accordance with the manufacturer's recommendations/guidelines.

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### **B. Required Submittals**

The following information shall be submitted to Lake County Environmental Health overseeing the system REPAIR:

#### **1. To be submitted with application:**

- Completed Underground Hazardous Materials Storage Tank System Repair Application.
- Three sets of blueprints of the facility and underground storage tank system along with specifications on all materials to be used in construction.
- Manufacturers' cut sheets for tanks, piping, and equipment (e.g. monitoring equipment, overspill containment device, overfill protection device, dispenser pan, etc.) that is to be replaced / installed.

#### **2. To be submitted prior to final inspection as required by Inspector:**

- UPCF Underground Storage Tank Operating Permit Application – Facility Information (A Form)
- UPCF Underground Storage Tank Operating Permit Application – Tank Information (B Form)
- UPCF Underground Storage Tank– Certification of Installation / Modification (C Form)
- New or revised UPCF Underground Storage Tank - Monitoring Plan. (D Form)
- New or revised Underground Storage Tank - Response Plan. (E Form)
- Completed Underground Storage Tank Certification of Financial Responsibility form along with any required attachments.
- New or revised Hazardous Materials Business Plan.
- Copy of “AS BUILT” plans accurately showing final locations of tanks, piping, dispensers, and any changes of materials or equipment used.

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### C. Inspections:

1. All activities described below must be witnessed by a representative from Lake County Environmental Health overseeing repair:

*[Note: Other agencies (e.g. those regulating plumbing installation, electrical installation, etc.) should be contacted for their inspection requirements.]*

- Tank holiday test (for fiberglass-coated steel tanks) performed prior to installation in excavation.
- Inspection of tank vacuum gauge (if applicable) prior to placement in excavation.
- Tank soap test (for fiberglass tanks) performed prior to installation in excavation.
- Verification of tank set and anchorage in excavation.
- Primary tank pressure/vacuum test performed after placement in excavation.
- Secondary tank pressure/vacuum test performed per manufacturer's instructions.
- Primary piping, secondary piping, vapor recovery piping, and vent piping pressure tests.
- Secondary containment lake tests.
- Visual inspection of piping to ensure proper slope prior to covering.
- Complete functional test of tank and piping monitoring equipment.
- Functional test of dispenser emergency electrical shut-off.
- Visual inspection of the installation, before backfilling and concrete.

*[Note: Tank and piping integrity tests, required pursuant to 23 CCR §2635(a)(5), need to be witnessed by an inspector from Lake County Environmental Health. Contact Lake County Environmental Health for details.]*

2. Contact the Lake County Environmental Health to make necessary inspection arrangements at least 48 hours in advance.