pennsylvania
DEPARTMENT OF ENVIRONMENTAL PROTECTION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF ENVIRONMENTAL CLEANUP AND BROWNFIELDS

PLANNING FOR PERMANENT CLOSURE CHECKLIST
UNDERGROUND STORAGE TANK SYSTEMS

- ☐ "Underground Storage Tank System Installation/Closure Notification Form" submitted to appropriate DEP regional office with copy sent to Pennsylvania Department of Labor and Industry (or appropriate office in Philadelphia or Allegheny County) at least 30 days prior to initiating permanent closure."

- ☐ "Storage Tanks Registration/Permitting Application Form" submitted to appropriate DEP regional office, if the UST systems are required to be registered and they are not.

- ☐ Pennsylvania "One-Call" contacted (1-800-242-1776) to have utilities mark their lines.

- ☐ Local municipality contacted to obtain any necessary permits or approvals for UST system closure.

- ☐ DEP certified remover hired to perform tank handling activities.

- ☐ Arrangements made for site assessment and laboratory analysis of samples collected.

- ☐ Safety Data Sheets (SDS) obtained for all hazardous substances stored in the UST systems to be closed.

- ☐ Arrangements made for treatment/disposal of any contaminated soils encountered.

  NOTE: Unless this item is specified in the contract, it can remain a continuing burden of the owner/operator.

- ☐ "Storage Tanks Registration/Permitting Application Form" obtained to amend facility status, validated by the DEP certified remover and submitted to the Division of Storage Tanks after UST system closure is completed.

  NOTE: Registration fee and USTIF billing will continue until an amended “Storage Tanks Registration/Permitting Application Form” is submitted to the Division of Storage Tanks.