

PERMIT FOR MODIFICATION OR REPAIR OF UNDERGROUND HAZARDOUS MATERIAL STORAGE TANK

APPLICANT - INSTRUCTIONS & INFORMATION TO COMPLETE	FOR OFFICE USE ONLY
1. Briefly describe the Modification ____ and/or repair ____ to be performed per this application: _____ _____ _____	Received by _____ Date _____ Amount Received \$ _____ Receipt # _____ Check # _____ SR # _____ PE # _____ AR # _____ INV # _____
2. Attach with this application scaled plans (at least three sets) that include: <ul style="list-style-type: none"> a. Plot Plan - site location, site structures, existing and proposed UST systems (tanks, piping, dispenser, etc.) (See UST Mod/Repair Guidelines and Top Ten Plancheck Errors - separate documents.) b. Plan and description of proposed work. Include manufacturer, type, and model for all proposed parts and alternate parts. 	Approved ____ Not Approved ____
3. If necessary, attach State CUPA facility and tank forms (<u>Forms must reflect the proposed modifications and/or repairs</u>).	Permit Issued By _____ Date Issued _____ Expiration Date _____ Date Completed _____
4. If necessary, attach Monitoring/Response Plans (<u>Forms must reflect the proposed modifications and/or repairs</u>).	_____ INSPECTOR
5. Owner/operator agreement (May be necessary)	
6. Provide copy of contractor license card (with expiration date) and worker's compensation insurance certificate.	
_____ Applicant Signature	_____ Date

APPLICANT TO COMPLETE ALL BOXES. (The application will not be approved if the application form is incomplete.)

TANK LOCATION (Number, Street, City)		DBA (Doing Business As)	
TANK OWNER	CONTACT NAME		TELEPHONE
MAILING ADDRESS (Number, Street, City, Zip)			
OPERATOR (If same as tank owner, write same)	CONTACT NAME		TELEPHONE
MAILING ADDRESS (Number, Street, City, Zip)			
CONTRACTOR (Owner/Building must complete a declaration form.)	CONTACT NAME		TELEPHONE
CONTRACTOR LICENSE #	CLASSIFICATIONS		EXPIRATION DATE
MAILING ADDRESS (Number, Street, City, Zip)			
WORKMEN'S COMPENSATION INSURANCE COMPANY			TELEPHONE
SEE ATTACHED FOR ADDITIONAL CONDITIONS OF APPROVAL			

STANDARD CONDITIONS OF APPROVAL FOR MODIFICATION OR REPAIR OF THE UNDERGROUND HAZARDOUS MATERIALS STORAGE TANK

1. UST Modifications or Repair Permit are required by the Ventura County Ordinance Code, Article 2, Section 4523(b) and 4526(f). All modifications or repairs must conform to applicable statute, regulations, and local policies.
2. All modifications and repairs must be installed per the approved Site Plan. Any changes must be approved by UST Plan Check prior to installation. **Ventura County Environmental Health Division (EHD) does not accept AS-BUILT PLANS.**
3. Soil and/or groundwater sampling will be required when removing or repairing any product line, tank, dispenser/dispenser containment, etc. EHD requires the use of EPA Method 5035 for soil sampling of volatile organic material. Provide a sampling report within 30 days of sampling - include: test results, sample location plan, chain of custody, and details on sampling. **NO GLASS JARS FOR SOIL SAMPLES.**
4. All suspected or confirmed unauthorized releases must be verbally reported to the EHD within twenty four (24) hours of discovery and a written report must be submitted to EHD within five (5) working days (California Health and Safety Code, Chapter 6.7, Section 25295). If contamination is detected, the permit will be suspended until EHD determines that continuing work will not interfere or inhibit contamination mitigation. Failure to report an unauthorized release will result in immediate work stoppage and may result in permit suspension or revocation.
5. EHD must inspect all installed parts; hydrostatic testing of all sumps; certification of the leak detection system; pressure, slope, and soap of all piping; and verification of cathodic protection.
6. PRIOR to the final inspection, EHD must receive all required tank and/or piping integrity test results (hard copy).
7. Maintain a copy of the permit and stamped site plans at the site.
8. **Inspections are scheduled on a first-come-first-served basis (calling at least 72 hours in advance is strongly recommended). Missed appointments or failed inspections can result in a reinspection fee, which must be paid before a reinspection can be scheduled.** Inspections are scheduled after permit issuance.
9. Final inspection requires compliance with all statute, regulations, and local policies. This includes all required paperwork, electronic leak detection certification, and training. Failure to comply will result in a reinspection.

THE FACILITY UST PERMIT TO OPERATE IS SUSPENDED UPON IMPLEMENTATION OF THE APPROVED MODIFICATION/REPAIR PERMIT. EHD APPROVAL IS REQUIRED FOR UST REOPERATION.