**Virginia Department of Environmental Quality (DEQ) Storage Tank Program**

**Fact Sheet: Regulated Underground Storage Tank (UST) Closures**

Steps to Follow:

1. Contact the local building official (or designated fire official) and obtain a building permit. The building official **will usually be on site** during the removal of the tank system.

2. The tank and associated pipes must be drained, cleaned, and completely emptied. Precautions must be taken to mitigate vapor hazards (e.g. use of dry ice to purge vapors from the tank).

1. If the UST is closed in place (with prior approval from the building official), it **must** be drained of product, cleaned, and filled with an inert substance (e.g. cement slurry, sand). DEQ recommends that tanks be removed from the ground where possible.
2. Do **not over-excavate** the soil in the tank basin. Remove only the volume of soil needed to extract the tank from the subsurface.

5. A closure assessment is required in all cases (except where the UST has verifiable external vapor or ground water monitoring - see 9 VAC 25-580-330).

**A closure assessment includes the following:**

a. A site map containing:

► scale, north arrow, and legend;

► all buildings and roads (labeled);

► the entire UST system (this includes pipes and pump islands);

► soil or water sample locations and depths; and

► other important features including monitoring wells, drinking water wells, streams, etc.

b. Sample collection and analysis:

► If obvious signs of contamination are present (e.g. free product, contaminated ground water, stained soil, etc.) the collection of samples is not necessary. Contact the Regional Office and report the release within 24 hours of discovery of a regulated substance in the environment.

► If contamination is not obvious, s**amples must be collected from locations where a release would most likely be detected if one occurred**. Soil samples must be collected from: the bottom of the UST basin; beneath the pipelines; under each pump dispenser; and any other area where contamination would be suspected. If ground water is encountered, soil samples should be collected from just above the soil - ground water interface.

► All samples must be collected from discrete locations. Composite samples (mixtures of soil from different locations) are not acceptable.

► Samples must be analyzed using EPA or DEQ-**approved** methods.

► If the tank contained petroleum, lab results for soil samples that equal or exceed 100 mg/kg TPH or water samples that equal or exceed 1 mg/l TPH must be reported to DEQ. If the tank contained a regulated substance (CERCLA listed substance) other than petroleum, analytical results that exceed the detection limit for that substance must be reported to DEQ within **24 hours**.

► Results from vapor or ground water monitoring performed in accordance with Section 330 of the UST Technical Regulation are acceptable in lieu of soil or ground water samples during UST closure. If, the results of monthly ground water or vapor monitoring are used in lieu of sample collection during UST closure, the monitoring results must be submitted along with the closure package.

c. Any additional information (photos, maps, notes from the building inspector concerning the closure, or any other documentation) that may help evaluate the closure.

6. A closure packet must be filed within 30 days of the tank closure. This closure packet must be sent to the applicable DEQ regional office. Refer to <https://www.deq.virginia.gov/get-involved/about-deq/contact-us> for the appropriate Regional Office addresses.

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**The closure packet consists of:**

a. the completed and signed Notification Form 7530-3;

b. a copy of the building permit;

c. the closure assessment;

d. lab sheets from all analyses; and

e. copies of all disposal manifests (sludge, contaminated soil and/or water, UST).

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| **Acceptable TPH Analytical Methods for Use During UST Closure** | | |
| Fuels | TPH Analytical Methods | Applicable Medium1 |
| Gasoline and JP-4 | EPA 8015C (modified TPH - GRO) | water & soil |
| Diesel, Fuel Oil #1, #2, and #4 Jet Fuel other than JP-42, Kerosene | EPA 8015C (modified TPH - DRO) | water & soil |
| Crude Oil, Fuel Oil #5 and #6,  Used Oil, Hydraulic Oil | 8015C (modified TPH - DRO) | water & soil |
| 1 Applicable medium refers to the sample matrix that may be analyzed by the subject test method.  2 JP-4 is a wide-cut jet fuel made by blending gasoline and kerosene fractions in a 65 to 35 ratio.  Reference:  EPA SW-846 – Test Methods for Evaluating Solid Waste, Physical/Chemical Methods (SW-846). Update IV to the Third Edition, January 2008. | | |

If you have additional questions, persons in the storage tank program may be reached at the numbers listed below.

Central Office (Richmond) (804) 698-4269

Tidewater Regional Office (VA. Beach) (757) 518-2000

Northern Regional Office (Woodbridge) (703) 583-3800

Piedmont Regional Office (Richmond) (804) 527-5020

Valley Regional Office (Harrisonburg) (540) 574-7800

Blue Ridge Regional Office (Salem) (540) 562-6700

Southwest Regional Office (Abingdon) (276) 676-4800