

**DISTRICT OF COLUMBIA**  
**DISTRICT DEPARTMENT OF THE ENVIRONMENT (DOEE)**  
***STANDARD PERMITTING PROCEDURES FOR***  
***REMOVAL OF UNDERGROUND STORAGE TANKS***



**I. NOTIFICATION/PERTMITTING PROCEDURES**

- Pursuant to 20 DCMR §§ 5603.1, the UST owner/operator must notify the District Department of Energy and Environment (DOEE), Underground Storage Tank (UST) Program office five (5) days in advance of performing work either in writing or by completing the UST/LUST Activity Notification form on our website. DOEE charges a tank closure fee (removal or closure in place) of \$250 tank. New to our regulations is tank closure fee for heating oil tanks < 1,100 gallons which is \$150 per tank.
- The owner/operator must obtain and complete a standard construction permit form and Building Permit Application Supplemental for from the DCRA Permit Processing Division, located at 1100 4th Street SW (Waterfront), they can be reached at (202) 727-7047. These forms and a site diagram must be taken to DOEE for sign-off at 1200 First Street, N.E., 5<sup>th</sup> Floor – UST Branch.
- Pursuant to 20 DCMR §5603.2, twenty-four (24) hours in advance of the excavation activity, the owner/operator must notify the D.C. Fire Marshal’s (DCFM) Technical Inspections Plans and Permits Branch, Hazardous Materials Section on 202-727-1614, and the UST Branch , on 202-535-2600 to arrange for representatives of the DC FEMS and DDOE to be on-site.
- Pursuant to 21 DCMR §540.1, any land disturbance 50 square feet or greater requires an erosion and sediment control site plan be submitted to DOEE Soil Erosion staff located at DCRA for review.
- UST Contractors/Technicians/Closure Specialist, etc. must obtain certification from the UST Branch, DOEE prior to performing any UST activities in DC. Failure to obtain this is a violation. Certification can be issued to individuals or firms valid for 1 to 2 years.

**II. ON-SITE CLOSURE PRACTICES**

- The contractor must follow 20 DCMR § 6101, and standard tank removal safety practices as contained in the American Petroleum Institute Publication 1604, the D.C. Fire Code, or equivalent DOEE approved standard.

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- An Official from the DCFM and DOEE must be present upon tank removal for tank and excavation area assessment.
- A minimum of two (2) soil samples from under each tank will be required. Additional samples may be requested by the UST Inspector. Based on the results of the initial soil sampling, the owner/operator may be requested to perform a comprehensive site assessment (the CSA protocol is on our website).

### III. ADDITIONAL ACTIVITIES

- Contaminated soils stored on-site must be placed upon and covered by plastic and designed to stop any leachate from migrating from the soil pile.
- Tank disposal is the responsibility of the owner/operator and must be performed in accordance with the applicable solid waste regulations.
- Contaminated soils taken from the excavation zone must be transferred to a DOEE approved treatment/disposal facility within ten (10) days.
- Within thirty (30) days after removal, the owner/operator must submit a DOEE UST Notification form and a UST Closure Assessment report to the UST Branch. DOEE will review this report to determine if the site is above our soil standards, if so a LUST case will be opened for site remediation by the responsible party for the petroleum contamination.



Please refer to DOEE's UST Closure Assessment Protocol for additional guidance.

**For Additional Information or Clarifications please contact:**

District of Columbia, Department of Energy & Environment  
Toxic Substances Division  
Underground Storage Tank Branch  
**Attention: Branch Chief**  
1200 First Street, NE, 5th Floor, Washington, DC 20002.  
Tel: (202) 535-2600 Fax: (202) 535-1383  
**Website:** [www.doe.dc.gov](http://www.doe.dc.gov), **Email:** [ust.doe@dc.gov](mailto:ust.doe@dc.gov)