

INTENT OF REMOVAL, CLOSURE OR CHANGE-IN-SERVICE OF UNDERGROUND STORAGE TANKS

This information is required pursuant to Part 211, Underground Storage Tank Regulations, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.
An owner/operator who fails to notify is subject to a misdemeanor and/or civil penalties, not to exceed \$5,000 per day for each tank.

INSTRUCTIONS: NOTICES WILL ONLY BE ACCEPTED ON THIS FORM. THE UST MUST BE REGISTERED PRIOR TO SUBMITTAL OF THIS FORM. Please type or print clearly. **ALL** information must be completed. See page 2 for additional information. If you have questions contact 517-335-7210 or email LARA-UST-AST@michigan.gov.

HMSI:		IOC#		
Fee Balance:		FACILITY NUMBER (see invoice)		
I. OWNERSHIP OF TANKS		II. LOCATION OF TANKS		
<input type="checkbox"/> PLEASE CHECK IF NEW OWNER'S ADDRESS		<input type="checkbox"/> PLEASE CHECK IF SAME AS SECTION I		
NAME OF OWNER (CORPORATION, INDIVIDUAL, ETC.)		FACILITY NAME OR COMPANY SITE IDENTIFIER		
STREET ADDRESS		STREET ADDRESS (P O Box Not Acceptable)		
CITY	STATE	ZIP CODE	CITY	STATE ZIP CODE
COUNTY	TOWNSHIP	COUNTY TOWNSHIP		
AREA CODE & TELEPHONE NUMBER ()	CONTACT PERSON FOR LOCATION		AREA CODE & TELEPHONE NUMBER ()	
TANK INFORMATION				
TANK NUMBER AS INDICATED ON UST INVOICE	PRODUCT LAST STORED IN TANK	SIZE OF TANK (GALLONS)	PIPING TO BE REMOVED YES NO	INDICATE ACTION TO BE TAKEN REMOVAL, CHANGE-IN-SERVICE, CLOSE IN PLACE
Comments:				
Notification Submitted by (Print Name)			Company	
Signature		Date	Area Code & Telephone Number ()	
THIS IS NOT A REGISTRATION FORM. AN AMENDED TANK REGISTRATION FORM, BFS-3821, AND A COMPLETED SITE ASSESSMENT (Form BFS-3881) MUST BE FILED WITH THE BUREAU OF FIRE SERVICES, STORAGE TANK DIVISION, TO REMOVE THE LISTED TANKS FROM THE REGISTRATION CYCLE.				
Bureau of Fires Services (BFS) Use Only				
BFS APPROVAL NOTICE				
Approval is given to perform the indicated activity at the above facility location. Action indicated above may commence on or after _____.				
Expiration Date: _____ If action is not taken by the expiration date, you must submit another notification.				
Authorizing Signature			Date	
Mail to: LARA - BFS Storage Tank Division P.O. Box 30033 Lansing, MI 48909		Overnight Mail to: LARA - BFS Storage Tank Division 3101 Technology Boulevard, Suite H Lansing, MI 48910		Date Confirmation Mailed to Owner
				Entry Date

INSTRUCTIONS

INTENT OF REMOVAL, CLOSURE OR CHANGE-IN-SERVICE OF UNDERGROUND STORAGE TANKS Form BFS-3824

REPORTING REQUIREMENTS

This form must be received by the Bureau of Fire Services (BFS), Storage Tank Division, 30 days prior to the commencement of work indicated.

An underground storage tank (UST) subject to Part 211, Underground Storage Tank Regulations, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, (Act 451) must be registered by the current owner to be considered registered with the BFS. The UST owner/operator or agent must complete this form as instructed. The copies returned by the BFS will indicate the earliest closure date along with the last date this form is valid.

A site assessment shall be conducted during the closure/change-in-service, with results sent to the BFS along with the form provided. The owner/operator must also submit an amended registration form notifying the BFS of completion of closure/change-in-service within 30 days after the date of the closure/change-in-service.

INSURANCE REQUIREMENTS

Pursuant to Section 21107 of Part 211, a person who removes USTs shall maintain pollution liability insurance of not less than \$1,000,000 per occurrence.

CONFIRMED RELEASE

A confirmed or suspected release must be reported to the BFS within 24 hours. A confirmed release waives the requirements of submitting this form, waiting 30 days, and conducting a site assessment. Once reported, the owner/operator will be informed regarding rules for further testing and cleanup activities. Releases may be reported by email to LARA-UST-AST@michigan.gov or called in to 517-335-7210.

CLOSURE OF TANKS

Tanks shall be emptied of all liquid and accumulated sludge and purged of all vapors. Piping shall be emptied of all liquid and sludge, purged and capped, or removed from the ground. *Permanent closure* requires **removal** of the UST from the ground, unless it can be documented that removal of the UST would cause damage to a permanent structure. The tank can be closed-in-place after the 30 day waiting period provided that the required documentation is placed in the owner's file. If closure in place is necessary, the tank must be emptied of liquid, sludge and vapors and filled 100 percent with inert solid material (sand, fly-ash concrete or pea gravel). Piping shall be closed as indicated above. A site assessment report is still required if tanks are closed-in-place.

CHANGE-IN-SERVICE

A change-in-service is defined as going from the storage of a regulated substance to an unregulated substance. The tank must be cleaned and purged as stated above, and a site assessment must be performed prior to the introduction of the unregulated substance.

NOTIFICATION

Per R 29.2153(d) of the administrative rules promulgated under Part 211 of Act 451, the owner/operator shall notify the Hazardous Materials Storage Inspector not less than two working days prior to the work being performed.

If you have questions regarding the above instructions, please contact the BFS, Storage Tank Division, at 517-335-7210.