

Out of Service Extension Requests, Closure Permits & LSRP Retentions

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What is an Out of Service UST?



"Out of service storage tank" means any underground storage tank system in which hazardous substances are contained or have been contained, but from which hazardous substances are not or have not been introduced or dispensed pending a decision to close the system or begin reuse of the system.

How do I report my UST as OOS to the Department?



Details Tank ID	Tank Number	Size (in gallons)	Contents	Compartmentalized Group Name	Other Contents	Status	Out of Service/Closed Date	Select for copy	Validated Delete
	168092	0007	200	Alcohol Enriched Gasoline	Compartmentalized Tank2	In-use		<input type="checkbox"/>	
	63	E14	200	Alcohol Enriched Gasoline	Compartmentalized Tank1	In-use		<input type="checkbox"/>	
	56	E9	200	Alcohol Enriched Gasoline	Compartmentalized Tank2	In-use		<input type="checkbox"/>	
	60	e11	1000	>20% Bio-Diese		In-use		<input type="checkbox"/>	
	61	e12	1000	>20% Bio-Diese		In-use		<input type="checkbox"/>	
	62	e12	1000	>20% Bio-Diese		In-use		<input type="checkbox"/>	

*Tank Status

Out of Service

*Tank Use:

- Emergency Back-up Generator
- Sump
- Heating Oil for on-site consumption
- Heating Oil for sale or distribution
- Not for Heating Oil or Sump or Emergency Back-up

*Date Taken Out of Service (MM/DD/YYYY)

05/09/2024

please specify if Tank Status is Out of Service

UST Certificate for OOS Tanks



Approved Tanks and Products Stored:

TANK No.	TANK CAPACITY	TANK CONTENTS
0001	8000	Unleaded Gasoline
0002	8000	Unleaded Gasoline
0003	8000	Unleaded Gasoline
0004	8000	Unleaded Gasoline
E5	500	Waste Oil – OUT OF SERVICE

One or more tanks have been registered with an out of service tank status. The site must comply with the out of service requirements in N.J.A.C. 7:14B-9.1 as listed below:

Immediately: remove fuel from tanks and paint fill-port covers solid black

By the 3rd month out of service: have a certified UST contractor disconnect and cap the product lines and secure the tank top, including installation of a threaded cap at the fill port.

By the 11th months out of service, either:

1. Obtain an out of service extension to allow for the tanks to remain out of service for greater than one year (double walled systems only)
2. Update registration, conduct system certifications and put tanks back in-use.

By the 12th month out of service: Obtain a Notice of Intent, retain an LSRP and close the systems according to NJAC 7:14B-9.2 and 10.1

At all times release detection monitoring, corrosion protection and insurance must be maintained.

This Registration Must Be Available for Inspection at the Facility AT ALL TIMES

11 months OOS



By the 11th months out of service, either:

1. Obtain an out of service extension to allow for the tanks to remain out of service for greater than one year (double walled systems only) or
2. Update registration, conduct system certifications and put tanks back in-use.

Installer Certification



- The installer certification must be completed prior to putting tanks back into service
- It does not need to be completed by the person who originally installed the tanks

UST Facility # _____

SECTION E. INSTALLER CERTIFICATION
(To be completed by installer for new UST installations or returning out-of-service USTs to service)

Purpose of Certification (check all that apply)

Certification of New UST Installation

Certification that out-of-service USTs are properly designed and capable of being put back into service

Check the applicable boxes to indicate the methods used to comply with installation/return-to-service requirements.
(Attach additional pages if necessary)

Tank Identification Number	Tank No.	Tank No.	Tank No.	Tank No.
Installer certified by tank and piping manufacturer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installer certified or licensed by the NJDEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installation is/will be in accordance with manufacturers installation checklists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Company

Company Name: _____

Firm Installation-Entire UST System License #: _____

Mailing Address: _____

Municipality: _____ State: _____ Zip Code: _____

Phone Number: _____ Ext: _____ Fax: _____

Email Address: _____

Individual

Individual Name: _____

Individual Installation-Entire UST System License #: _____

Same address as Installation certified company

Mailing Address: _____

Municipality: _____ State: _____ Zip Code: _____

Phone Number: _____ Ext: _____ Fax: _____

Email Address: _____

Signature of UST installer certifies that the UST System and/or out-of-service UST system is/are properly designed and capable of being put into service:


Signature: _____ Date: _____

Name: _____ Title: _____

Out of Service Extension Request



- In order you receive an OOS extension, you must provide
 - A Site Investigation Report written by an LSRP, or
 - Testing data dating back to the installation of the tank
- Once received, an OOS extension is valid for 1 year
- You must notify the Department if you plan to keep the tank OOS greater than the 1 year extension

	New Jersey Department of Environmental Protection Site Remediation and Waste Management Program	Date Stamp (For Department use only)
	OUT OF SERVICE EXTENSION REQUEST FOR AN UNDERGROUND STORAGE TANK SYSTEM	
SECTION A. SITE NAME AND LOCATION		
Site Name: _____		
List all AKAs: _____		
Street Address: _____		
Municipality: _____		(Township, Borough or City)
County: _____	Zip Code: _____	
Program Interest (PI) Number(s): _____		
Case Tracking Number(s): _____		
Municipal Block(s) and Lot(s): _____		
SECTION B. CURRENT OWNER OF THE TANK(S)		
<input type="checkbox"/> Changed Since Last Submission Effective Date of Change: _____		
Full Legal Name of the Owner: _____		
First Name of Contact: _____	Last Name of Contact: _____	
Title: _____		

12 months OOS




By the 12th month out of service:

- Obtain a Notice of Intent,
- Retain an LSRP and
- Close the systems according to NJAC 7:14B-9.2 and 10.1

LSRP Retention



- Once you have made the decision to close your tanks, you will need to retain an LSRP.
- The LSRP Retention is completed online by the LSRP.
- The Responsible Party contact will receive an email confirmation once the LSRP Retention is complete.


State of New Jersey

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Bureau of Case Assignment & Initial Notice
Contaminated Site Remediation & Redevelopment
401-05H
P.O. Box 420
Trenton, NJ 08625-0420
Phone: (609) 292-2943

SHAWN M. LATOURETTE
Commissioner

December 20, 2023

[REDACTED]

RE: Retention - Regulated UST Closures

ALTANTIC COUNTY PUBLIC WORKS HAMMONTON
570 S EGG HARBOR RD
Hammonton Town, Atlantic County
SRP-PI: 011638
Activity Number Reference: RET230001
Hired To Address: Regulated UST Closure (Not UHOT)

D: [REDACTED]

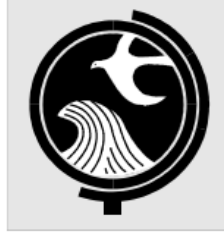
This letter serves to advise you that an LSRP Notification of Retention Form has been received by the New Jersey Department of Environmental Protection (NJDEP) at/or for the case(s) noted above. The NJDEP confirms that [REDACTED] was retained on August 17, 2023.

Notice of Intent to Close



If your tanks hit the 1 year OOS mark, your UST Registration will not be approved unless you have either an OOS extension approval OR a Notice of Intent to Close/LSRP Retention filed

New Jersey Department of Environmental Protection



Bureau of Case Assignment & Initial Notice
Site Remediation Program
NJ Department of Environmental Protection
401 East State Street, 5th Floor
P.O. Box 435, Mail Code 401-05H
Trenton, NJ 08625-0420
(609) 292-2943

**CLOSURE - Notice of Intent
Underground Storage Tank System**

DEP Notification Date: March 15, 2018

TMS#: N024494UCL180002

Facility ID #: 024494

Activity #: UCL180002

Any questions?

