

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
District Department of the Environment  
Environmental Protection Administration**

**Underground Storage Tank Branch**



**Toxic Substance Division**

**DC DDOE UST BRANCH & THE DC FIRE DEPARTMENT  
STANDARD PROCEDURES FOR OBTAINING A VARIANCE  
FOR UST CLOSURE- IN- PLACE**

These procedures implement the requirements of the D.C. Underground Storage Tank Regulations and the BOCA Fire Prevention Code or the International Fire Code, 2006 Edition, as well as, the DC Construction Code Supplement of 2008. For obtaining a variance to close tanks-in-place based upon a claim that removal will cause substantial structural damage to building/property.

**I. NOTIFICATION/PERMITTING PROCEDURES**

- The owner/operator must obtain written certification from a DC registered professional structural engineer, stating that in his/her professional opinion the tank removal will undermine the structural integrity of the building(s) or other improvements. This certification (accompanied with other pertinent documentation i.e., photographs, UST installation plans or diagrams) must be attached to a request for variance submitted to the District of Columbia, DDOE, Underground Storage Tank Branch and DC Fire Department, five (5) in advance of performing the work, 20 DCMR 5603.1.
- The owner/operator must then contact DC Fire Department, on 202-727-1614, and the UST Office, on 202-535-2600, to schedule an on-site inspection by representatives from both departments, during this 14 day period and obtain conditional approval for UST abandonment. Note that this approval is contingent upon compliance with requirements for the environmental investigation.
- The owner/operator must obtain a standard construction permit to conduct the Closure Assessment and a separate construction permit for UST abandonment from Department of Consumer and Regulatory Affairs (DCRA), Permit Processing Division AT 1100 4<sup>th</sup> Street, SW, Washington DC 2004 and obtain the final abandonment approval (sign off) from DDOE and DCFD.
- UST Contractors/Technicians/Closure Specialist, etc. must obtain certification from the UST Branch, DDOE 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.
- A \$200 fee is required by the UST Branch DDOE for UST installation. Fees can be paid by checks and money orders made payable to the DC Treasurer.

## II. CLOSURE ASSESSMENT REQUIREMENTS

### **The owner/operator must:**

- 1) Conduct a UST interior inspection;
- 2) Collect soil samples from underneath the tank (the number and location of samples will be determined by DDOE representative in accordance with the tank removal protocol) and/or a Site Assessment (soil borings around the tank) under DDOE oversight.
- 3) Submit a Scope of Work for these activities.

Based on the result of this investigation, DDOE will direct the owner/operator if further actions are required.

## III. ABANDONMENT PRACTICES

- Forty-eight (48) hours in advance of the abandonment, the owner/operator must notify the DCFD and the UST Branch to arrange for both representatives to be on-site.
- The contractor must follow standard tank abandonment procedures and safety practices as indicated in the American Petroleum Institute Publications API 1604 or 2202, or the BOCA Fire Prevention Code or the International Fire Code, 2006 Edition, as well as the DC Construction Code Supplement of 2008.
- Within 30 days of UST abandonment, the owner/operator must submit an EPA UST Notification Form and Tank Closure report inclusive of the soil data from the laboratory to the DDOE/UST Branch. This will be reviewed to determine whether a LUST case has to be opened for the cleanup of any soil or groundwater contamination onsite.

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

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

District of Columbia Department of the Environment  
Toxic Substances Division  
Underground Storage Tank Branch  
**Attention: Branch Chief**  
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