

Huntington Beach Fire Department

Closure Requirements for Above Ground Hazardous Materials Storage Facilities

The Huntington Beach Fire Department's (HBFD) Fire Prevention Division requires all facilities terminating operations involving hazardous materials storage, use, or processing to submit a closure plan at least 30 days prior to the closure date. Closure is required to ensure that no hazardous materials remain at a facility that could create a public safety, environmental or health hazard.

1. CLOSURE PLAN

- 1.1 An existing closure plan developed for another regulatory agency may be submitted to HBFD as long as it meets the requirements set forth in this City Specification. If the existing closure plan does not meet the requirements listed in this City Specification, it may be modified or updated with amendments.
- 1.2 A closure plan is NOT required for the following:
 - **Facilities Temporarily Out of Service** – Although a closure plan is not required when a facility is temporarily out of service, the facility and all equipment must be maintained in proper operating condition and is subject to normal inspection and monitoring activities by the HBFD.
 - **Facilities Transferring Ownership Only** – If there will be a change in ownership, the change of ownership must be documented by contacting the following City of Huntington Beach Departments:
 - Finance Department Fiscal Services Division/Business License Office for a new business license
 - Department of Planning and Building for an update to the facility's Certificate of Occupancy
 - Fire Department for an update to the Hazardous Materials Disclosure records for the facility

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REQUIREMENTS

1. INITIAL CLOSURE PLAN DEVELOPMENT AND REVIEW

- 1.1 The closure plan must be submitted with a *Huntington Beach Fire Department Above Ground Facilities Closure Notification form (FD006)*.
- 1.2 A facility closure that includes underground storage tanks shall also require submittal and approval of an underground storage tank closure plan per *City Specification #418, Removal of Underground Storage Tanks and Tank Appurtenances*.
- 1.3 If soil contamination is present a qualified professional, defined as a State Registered Geologist or Engineering Geologist, or a State Registered Civil Engineer, shall be enlisted to assume technical responsibility for the performance, inspection, and reporting of the investigation and clean up. The investigation and clean up must be approved by the HBFD in compliance with *City Specification #431-92*. The responsible party shall also notify and take appropriate actions as required by other regulatory agencies such as, but not limited to, the Santa Ana Regional Water Quality Control Board (SARWQCB) and/or the Orange County Health Care Agency's (OCHCA) Hazardous Waste Management Section.
- 1.4 For a facility closure involving modification, rehabilitation, demolition of structural elements, modification of utilities, or mechanical elements of a facility, contact the Department of Planning and Building for building permit requirements.
- 1.5 Closure plans must include a site safety and contingency plan for the closure period and closure operations. Guidelines for creating a site safety plan can be found in the California Code of Regulation (CCR) Title 8 Section 5192 (Cal-OSHA's Hazardous Waste Operations and Emergency Response regulations).
- 1.6 For purposes of this specification, "hazardous materials storage" shall mean the storage, use, handling, processing or formulating of hazardous materials, hazardous substances, or hazardous wastes, as defined in Huntington Beach Municipal Code §17.58.010 (g) and §17.58.010(h).
- 1.7 Facility closure plans and closure activities are subject to review and approval by the Fire Prevention Division, which may result in additional requirements. The closure plan shall be submitted to the HBFD for review and approval 30 days before closure activities will begin.

2. ABOVE GROUND CLOSURE PLAN

- 2.1 The closure plan shall include the following:
 - Business name and address, names of contact personnel overseeing the clean-up and phone numbers for contact personnel.

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- Name, address and contact information of the property owner if not owned by the business responsible for clean-up activities.
 - A time schedule for completion of the closure of the above ground storage facility.
 - A description of the size and type of facility to be closed, previous uses, the type of chemical(s) used or stored in the facility, and a facility chemical spill history.
 - A site plan showing the relative location of the facility and the storage areas to be closed, including all piping to be removed. The site plan should include all above ground piping, underground piping exclusive of piping associated with underground storage tank systems, and duct work that contained or may have become contaminated with hazardous materials.
 - A brief description of how hazardous materials will be removed or disposed. This can include removal and disposal as hazardous waste, as contaminated debris, or transfer of usable materials (including equipment) to another facility or owner. Include a list of all equipment to be removed from the facility and a proposed final disposition. For the purpose of this closure, equipment shall include concrete, piping, ductwork, tanks, and all other above ground hazardous materials storage facilities.
 - The procedures to be used for the decontamination of the facility and the method of disposal for all contaminated by-products of the cleaning operation. Decontamination procedures may include, but are not limited to, steam cleaning of floors, and dismantling and removal of contaminated structural and non-structural portions of the building (demolition). In this case, the Department of Planning and Building shall be contacted.
- 2.2 When additional sampling is required during closure activities, include a description of the sampling protocol and/or waste determination methodology for any equipment or material suspected of being contaminated with a hazardous material. This should include sample locations (equipment, above ground materials, and any areas suspected of subsurface ground contamination caused by spills, seepage or leaks), constituents to be analyzed, and test methods. Samples shall be collected and submitted for analysis to a testing laboratory approved by the California Department of Public Health's Environmental Laboratory Accreditation Program (ELAP).
- Soil samples shall be collected under the direction of an Orange County Environmental Health Hazardous Waste Specialist, a State Registered Geologist or Engineering Geologist, or a State Registered Civil Engineer who shall be responsible for ensuring that samples are properly collected.
 - For closure of an above ground storage tank and associated appurtenances, include the methodology for disposal of residual contents and tank cleaning /

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decontamination. This includes removal of the tank's and appurtenances contents, cleaning out of residual contents (including any gases or vapors that may remain in the tank after cleaning), and disposal method (ownership transfer, off-site removal and disposal, cutting and scrapping of tank, etc.).

- 2.3 **Maintaining Active and Necessary Utilities** – If the facility will not to be re-occupied immediately after closure activities are completed, emergency systems and utilities necessary for structural and life safety must be left operable (security alarms, fire detection and suppression systems, etc.).

3. POST CLOSURE REPORT

- 3.1 Within 30 days after completion of closure, a post closure report shall be submitted to the HBFD's Fire Prevention Division and include the following:
- Confirmation of compliance with all items in the approved closure plan.
 - A list of any modifications to the approved closure plan with a detailed explanation of each item.
 - Analytical laboratory results for all samples shall include results for materials that were confirmed to be hazardous, results where sampling was performed to verify a material's non-hazardous status, soil samples per *City Specification #431-92, Soil Clean-up Standards*, and any analytical results for structural elements that were removed and disposed.
 - Documentation showing the disposition of materials and equipment, which can be a bill of sale, bill of lading, shipping manifest for reusable materials being transferred to another facility (chemicals or equipment), or waste manifests for materials or equipment determined to be hazardous waste.
 - All hazardous waste shall be manifested in accordance with California Environmental Protection Agency / Department of Toxic Substances Control (Cal-EPA/DTSC) regulations.
- 3.2 If contamination of soil or groundwater is present, a post closure report shall be provided to HBFD's Fire Prevention Division, Orange County Health Care Agency/Environmental Health Division, and the SARWQCB. The report shall include an outline of remedial actions to be taken to clean up the contaminated site, timelines for all actions, and a projected completion date.

APPROVED: _____
Patrick McIntosh, Fire Chief

DATE: _____