



STATE OF MAINE  
Department of Environmental Protection



## Notice of Intent to Remove an Underground Oil Storage Tank Facility or Underground Product Piping

### INSTRUCTIONS

**Maine law requires that notice be received by the Commissioner at least 10 days prior to the commencement of removal work.**

The notice requirement applies to removal of an underground oil storage facility or components of an underground oil storage facility, and removal of underground piping at an aboveground oil storage facility.

The removal of an underground oil storage facility or underground product piping must be conducted in accordance with the *Rules for Underground Oil Storage Facilities*, 06-096 C.M.R. ch. 691.

**Who Must Notify?** The obligation to notify rests with the facility owner or operator. If the owner or operator is unknown, the owner of the property where the facility or tank is located must provide the removal notice.

**Who Must Be Notified?** Send the completed “*Notice of Intent to Remove an Underground Oil Storage Tank Facility or Underground Product Piping*” form (attached) to:

1. The Department of Environmental Protection (DEP),
2. The local fire department,
3. The Certified Underground Oil Storage Tank Installer named in this notice (if required – see below), and
4. The site assessor named in this notice (if required – see below).

If you need to reschedule the removal or abandonment to a later date after filing the notice, please call DEP Tank Registration staff at (207) 287-7688 (Augusta); or call the Department's regional Division of Response Services: Portland, (207) 822-6300; Augusta, (207) 287-7688; Bangor, (207) 941-4570; or Presque Isle, (207) 764-0477.

The Department may waive the 10-day notice due to exceptional circumstances. A written waiver may be issued only at the discretion of the applicable regional office of the Division of Response Services.

**Certified Underground Oil Storage Tank Installer Requirement:** If the tank or tanks last contained or was used to store gasoline, aviation fuel or other Class 1 liquids (liquids having a flash point below 100° F) within the last 12 months, the work must be supervised by a Maine Certified Underground Oil Storage Tank Installer 06-096 C.M.R. ch. 691 § 11(C)(3).

**Site Assessment Requirement:** Site assessments must be conducted in accordance with 06-096 C.M.R. ch. 691, Appendix P for all types of facilities or a portion thereof, except:

- onsite consumptive use heating oil facilities (other than heavy oil facilities – oil that must be heated during storage), and
- farm and residential motor fuel tanks of 1,100 gallons or less capacity and where the product is used only by the tank owner or operator.

The results of the assessment must be provided to the DEP within 45 days of removal of the tanks and piping. The removed tank or piping is not “properly abandoned or removed” until the site assessment has been submitted.

**Removal Confirmation:** Identify each tank removed: tank number, product and size. If only part of a facility is removed, clearly identify what was removed.

After the tank or piping is removed, please complete the “*Removal Confirmation Notice*” (attached) and send it to the Department.

**Replacement of Facilities:** If you intend to install a replacement facility that may be located in a wellhead protection zone or over a significant sand and gravel aquifer, you must register the replacement tank(s) within 30 days of removing the old facility, and commence installation of the new tank(s) within two years. See 38 M.R.S. § 1393(2)(B)(1) and *Rules for Siting of Oil Storage Facilities*, 06-096 C.M.R. ch. 692.

**Who Must Sign This Form?** This form must be signed by the facility owner or authorized employee of the owner.

### **Other Requirements:**

All underground oil storage tanks, whether in use or not, even if they are to be removed, must be registered with the Department by the owner or operator. If the tank or product piping is not registered, contact the Department for a registration form. This also applies to facilities that have aboveground motor fuel tanks with underground product piping, 38 M.R.S. § 563 and 06-096 C.M.R. ch. 691 § 4.

Do not use this form if a tank and/or piping is to be permanently abandoned by filling in place. If you believe that a tank and/or piping cannot be removed, contact the Tanks Registration Staff for a “*Request for Determination of Abandonment in Place*” form. In general, however, if a tank and/or product piping can be excavated, they **must** be removed.

State law prohibits dumping tank contents on the ground. In general, residues from a gasoline tank constitute hazardous waste and must be transported and disposed of by a licensed hazardous waste transporter.

You must contact the Department upon discovery of a leak, discharge or contaminated groundwater within two (2) hours of discovery. During business hours call the Department's regional Division of Response Services:

Portland: (207) 822-6300

Augusta: (207) 287-7688

Bangor: (207) 941-4570

Presque Isle: (207) 764-0477

1-800-482-0777, (24 hours/day, 7 days/week)

**For More Information:** Contact the Department of Environmental Protection Underground Tanks Unit at (207) 287-7688. Send the completed form and all correspondence to:

Attn: Underground Tanks Registration  
Maine Department of Environmental Protection  
17 SHS, Augusta, Maine 04333-0017

### **Regulatory Authority:**

*Oil Storage Facilities and Groundwater Protection law* 38 M.R.S. §§ 543, 561-570

*Wellhead Protection law*, 38 M.R.S. §§ 1391-1399

*Rules for Underground Oil Storage Facilities*, 06-096 C.M.R. ch. 691  
(amended September 26, 2018).

*Rules for Siting of Oil Storage Facilities*, 06-096 C.M.R. ch. 692  
(amended July 23, 2012).

*Rules and Regulations for Flammable and Combustible Liquids*, 16-219 C.M.R. ch. 34  
(amended March 17, 2009).

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State of Maine  
Maine Department of Environmental Protection



## Notice of Intent to Remove an Underground Oil Storage Tank Facility and/or Underground Product Piping

Notifications: (Sent a copy of this Notice)	Maine DEP Certified Tank Installer (as required)	Local Fire Department Site Assessor (as required)
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Facility Information								
Facility Name: _____						Registration # : _____		
Facility Address _____							Town _____	
Owner Name _____			Owner Address _____			Owner Phone _____		
Identification of Tank and/or Piping to be removed								
Tank #	Tank Size	Tank Age	Piping	Product	Piping Age:	Depth to ground water, if know	Depth to bedrock, if known	How deep will the excavation be?

Additional Removal Information	
Yes	Did any tank or piping above last contain or store Class I liquids (e.g., gasoline, aviation fuel) within the last 12 months?
No	
If YES, removal of the tank(s) or product piping must be done under the direction of a Maine Certified Tank Installer (CTI) and the inerting method and cleaning location must be identified.	
Inerting Method:	Cleaning Location:
Maine Certified Tank Installer Name and ID Number	Signature
Date	
<b>Note:</b> Site assessments must be conducted in accordance with UST Rules, Ch. 691 § 11(A)(1)(d) and Appendix P. A modified site assessment may be conducted by the CTI when flexible underground piping is replaced without excavation.	
Site Assessor (If Applicable):	Modified site assessment for flexible piping replacement only
Site Assessor	Phone Number
Contractor who will remove the tank:	
Contractor	Phone Number
Expected Date of Removal:	
Month/Date/Year	
<b><i>I hereby provide Notice that I intend to properly remove the underground oil storage tank facility as described above.</i></b>	

Owner or Authorized Employee Name and Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

NOTE: WHEN TANK AND/OR PIPING HAS BEEN REMOVED, PLEASE FILL OUT AND SEND IN THE REMOVAL CONFIRMATION.

**EXPIRES AFTER SIX (6) MONTHS IF DEPARTMENT DOES NOT RECEIVE REMOVAL CONFIRMATION**

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State of Maine  
Maine Department of Environmental Protection



**Underground Oil Storage Tank and/or Piping  
REMOVAL CONFIRMATION**

SEND THIS FORM TO DEP TANKS REGISTRATION AFTER REMOVAL OF TANK AND/OR PIPING

Facility Information	
Facility Name: _____	Registration #: _____
Facility Location: _____	Facility Phone #: _____
Street	Town

The underground oil storage tank(s) and/or piping were removed on:
Month/Date/Year

Tank and/or Piping Removal Information	
How deep was the excavation?	
Did you encounter ground water?	Yes      No
If yes, at what depth below ground?	
Did you encounter bedrock?	Yes      No
If yes, at what depth below ground?	

Tank #		Chamber Size(s):		Product(s):	
Tank & Piping Description		If only piping is removed, fully describe all segments, lengths, and locations.			

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DEP Responder (if discharge was discovered)	Spill # (if known)	
Owner or Authorized Employee	Signature	Date

Mail to:      Attn: Underground Tanks Registration  
Maine Department of Environmental Protection 17 State  
House Station  
Augusta, Maine 04333-0017