



**APPLICATION FOR TRANSFER OF HAZARDOUS  
SUBSTANCES UNDERGROUND STORAGE PERMIT**  
LOS ANGELES COUNTY PUBLIC WORKS  
Environmental Programs Division  
900 South Fremont Avenue, 3<sup>rd</sup> Floor Annex Building  
Alhambra, CA 91803-1331  
(626) 458-3517, Fax (626) 458-3569  
[www.CleanLA.com](http://www.CleanLA.com)

**PUBLIC WORKS USE ONLY**

SITE-FILE NO. \_\_\_\_\_ AREA \_\_\_\_\_  
APPLICATION NO. \_\_\_\_\_  
NEW PERMIT NO. \_\_\_\_\_  
DATE REC'D. \_\_\_\_\_ BY \_\_\_\_\_

Pursuant to Los Angeles County Code Title 11, Division 4, Section 11.80.170, application is hereby made for the transfer of ownership of an existing Hazardous Substances Underground Storage Permit (HSUSP) or Unified Program (UP) Facility Permit which incorporates Underground Storage Tanks (USTs).

**COMPLETE THE FOLLOWING:**

Date of Transfer \_\_\_\_\_ California Environmental Reporting System (CERS) ID No. \_\_\_\_\_

New Facility Name (as reported in CERS) \_\_\_\_\_

Facility Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Assessor Parcel Number (APN): Map Book No. \_\_\_\_\_ Page No. \_\_\_\_\_ Parcel No. \_\_\_\_\_

Number of USTs \_\_\_\_\_ Existing Permit No. \_\_\_\_\_

Permit Holder Name (as reported in CERS) \_\_\_\_\_

Email Address \_\_\_\_\_

**THE INFORMATION SPECIFIED ABOVE MUST MATCH THE INFORMATION THAT YOU HAVE  
SUBMITTED TO CERS.**

**THIS APPLICATION FOR TRANSFER MUST BE SIGNED BY THE OWNER AND ACCOMPANIED BY:**

- UST FACILITY INFORMATION FORM SUBMITTED TO CERS
- UST RESPONSE PLAN FORM SUBMITTED TO CERS
- UST TANK INFORMATION/MONITORING PLAN FORMS (FOR EACH UST) SUBMITTED TO CERS
- UST CERTIFICATION OF FINANCIAL RESPONSIBILITY FORM SUBMITTED TO CERS (USTS CONTAINING PETROLEUM)
- MONITORING SITE PLAN FORM SUBMITTED TO CERS
- OWNER STATEMENT OF DESIGNATED UST OPERATOR COMPLIANCE FORM SUBMITTED TO CERS
- **OPERATING PERMIT TRANSFER FEE**

APPLICATION FOR TRANSFER FEE: **\$891.00** ☐ CASH ☐ CHECK # \_\_\_\_\_

**MAKE CHECKS PAYABLE TO: "LOS ANGELES COUNTY PUBLIC WORKS"**

BY SIGNING BELOW, THE PERMIT TRANSFER APPLICANT ACKNOWLEDGES HAVING READ ALL CONDITIONS FOR TRANSFER ON THE REVERSE SIDE OF THIS FORM, AGREES TO COMPLY WITH THE CONDITIONS AND LIMITATIONS OF AND ASSUMES THE OBLIGATIONS OF THE HAZARDOUS SUBSTANCE UNDERGROUND STORAGE PERMIT OR UNIFIED PROGRAM FACILITY PERMIT FOR WHICH TRANSFER IS REQUESTED.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

## INSTRUCTIONS

### Hazardous Substances Underground Storage Permit (HSUSP) Application for Transfer Supplement

This Application for HSUSP Transfer form is to be used only for the transfer of an existing HSUSP or underground storage tank (UST) authorized under a Unified Program (UP) Facility Permit to a new owner or operator of a facility within the jurisdiction of the Los Angeles County Public Works (Public Works).

The new HSUSP owner must complete and submit an Application for Transfer and Transfer Fee to Public Works within 30 days of transfer. The application must be accompanied with uploaded UP form data to the California Environmental Reporting System (CERS), Business Portal <http://cers.calepa.ca.gov/>, including all UP UST FACILITY INFORMATION data, UP UST TANK INFORMATION data, UP UST MONITORING PLAN data, as well as uploaded and signed DESIGNATED OPERATOR FORM, FINANCIAL RESPONSIBILITY FORM (petroleum USTs), and UST RESPONSE PLAN FORM.

By applying for transfer of an existing HSUSP, the new HSUSP owner agrees to assume all obligations under the existing HSUSP including all fee installments, installation and maintenance of approved monitoring systems, and all reporting requirements. **IT IS THE APPLICANT'S RESPONSIBILITY TO DETERMINE IF DELINQUENT FEES OR OTHER OUTSTANDING SUBMITTAL REQUIREMENTS, INCLUDING VIOLATION CORRECTIONS, ARE OWED TO PUBLIC WORKS OR CUPA.**

Public Works may review and modify or terminate the Transfer of HSUSP if it is determined the facility is not providing or threatens not to provide for the safe underground storage of hazardous substances.

The owner or operator of USTs shall monitor the facility using the method specified in the HSUSP. If the permittee of a facility is not the UST owner or UST operator, the Permittee shall provide a copy of the Permit to both the owner and operator. If the Permittee is a person other than the UST operator of the USTs, that person shall do all of the following: a). enter into a written contract with the UST operator which requires the UST operator to monitor the USTs as set forth in the Permit, b). provide the UST operator with a copy of California Health and Safety Code, Division 20, Chapter 6.7 and California Code of Regulations Title 23, Division 3, Chapter 16, and c). inform Public Works within thirty (30) days of any change of UST operator.

The HSUSP annual maintenance fee will be billed under the County of Los Angeles Certified Unified Program Agency (CUPA) Consolidated Permit (Los Angeles County Code Title 12, Section 12.50.075) the following Fiscal Year (July 1 to June 30) to the Permittee authorized here, unless other specific arrangements have been approved by Public Works and CUPA. Regardless of billing arrangements, the UST owner is responsible for insuring payment of all fees and compliance with all monitoring requirements.

The Permittee, UST owner and UST operator shall comply with provisions of California Health and Safety Code, Division 20, Chapter 6.7, California Code of Regulations Title 23, Division 3, Chapter 16 and Chapter 18, and Los Angeles County Code, Title 11, Division 4.

#### CERTIFICATION OF COMPLIANCE WITH LOS ANGELES COUNTY LOBBYIST ORDINANCE

This is to certify that I, as permit applicant for the project located at \_\_\_\_\_, **LOCATION ADDRESS**  
am familiar with the requirements of Los Angeles County Code Chapter 2.160 et seq., (relating to the Los Angeles County Lobbyist Ordinance) and all persons acting on behalf of myself have complied and will continue to comply therewith through the application process.

\_\_\_\_\_  
**APPLICANT (PRINT NAME)**

\_\_\_\_\_  
**APPLICANT SIGNATURE**

\_\_\_\_\_  
**COMPANY NAME (IF EMPLOYED BY AN ENTITY/AGENCY)**

\_\_\_\_\_  
**DATE**

If you suspect fraud or wrongdoing by a County employee, please report it to the County Fraud Hotline at 1-800-544-6861 or <http://fraud.lacounty.gov/>. You may remain anonymous.