



**HAZARDOUS MATERIALS UNDERGROUND STORAGE PERMIT  
APPLICATION SUPPLEMENT / NOTICE TO FILE  
AUTHORIZATION TO MAINTAIN UNDERGROUND STORAGE TANKS  
UNDER THE LOS ANGELES COUNTY UNIFIED PROGRAM PERMIT  
COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS**  
Environmental Programs Division  
900 South Fremont Avenue, 3<sup>rd</sup> Floor Annex Building  
Alhambra, CA 91803-1331  
Ph No. (626) 458-3517 Fax No. (626) 458-3569  
[www.888CleanLA.com](http://www.888CleanLA.com)

DPW USE ONLY:	
SITE-FILE NO.:	_____ AREA _____
APPLICATION NO.	_____
ISSUED HMUSP NO.:	_____
DATE REC'D.	_____ BY _____
TG PAGE/GRID	_____

Application is hereby made for authorization to operate and maintain underground storage tanks within the Los Angeles County Unified Hazardous Materials Program jurisdiction. This form must accompany each new Underground Storage Tank (UST) permit application, or Unified Program (UP) Permit application to operate underground storage tanks. **\*\* See instructions on back of this form\*\***

<b>FACILITY ADDRESS INFORMATION</b>	<b>UST OPERATOR, IF NOT UST OWNER NAMED ON UP FACILITY FORM</b>
FACILITY NAME _____	OPERATOR NAME _____
FACILITY ADDRESS _____	OPERATOR MAILING ADDRESS IF DIFFERENT FROM FACILITY ADDRESS _____
CITY _____ ZIP _____	CITY _____ STATE _____ ZIP _____

NUMBER OR USTS TO BE PERMITTED AT FACILITY: \_\_\_\_\_ FEDERAL TAX ID NUMBER: \_\_\_\_\_ SIC CODE: \_\_\_\_\_

ASSESSOR PARCEL NUMBER (APN): MAP BOOK NO. \_\_\_\_\_ PAGE NO. \_\_\_\_\_ PARCEL NO. \_\_\_\_\_

**THIS SUPPLEMENT MUST BE ACCOMPANIED BY:**

- |  |   |
|--|---|
| <input type="checkbox"/> UP UST FACILITY INFORMATION FORM                                | <input type="checkbox"/> DESIGNATED OPERATOR FORM                       |
| <input type="checkbox"/> UP BUSINESS OWNER/OPERATOR ID FORM                              | <input type="checkbox"/> UST RESPONSE PLAN FORM                         |
| <input type="checkbox"/> UP UST TANK INFORMATION FORM(S)                                 | <input type="checkbox"/> FINANCIAL RESPONSIBILITY FORM (Petroleum USTs) |
| <input type="checkbox"/> UP UST MONITORING PLAN FORM                                     |   |
| <input type="checkbox"/> Hazardous Materials Underground Storage (HMUSP) application fee | <input type="checkbox"/> Pro-rated Annual Permit Maintenance Fee        |

**HMUSP FEE SCHEDULE** (Los Angeles County Code 11.82.010):

NUMBER OF USTs:	HMUSP (APPLICATION FEE)	+	*PRO-RATED ANNUAL PERMIT MAINTENANCE FEE*
1	\$278.00		\$695.00
2	\$326.00		\$813.00
3	\$374.00		\$931.00
4	\$422.00		\$1,049.00
5	\$470.00		\$1,167.00
6 or more tanks	\$230.00 + \$48.00 per tank = \$ _____	+	\$577.00 + \$118.00 per tank = _____

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

\*See Back of form for Pro-rated Annual Permit Maintenance Fee factors.\*

This Hazardous Materials Underground Storage Permit application form with the Issued HMUSP Number identified in the upper right hand corner will serve as the UST operating permit document until the Unified Program Permit is issued by the Los Angeles County Fire Department as the Certified Unified Program Agency (CUPA) the following Fiscal Year. All fees due must be paid prior to issuance of the Unified Program Permit authorizing the underground storage of hazardous materials.

Facilities claiming an exemption to regulation must complete this section:

- There are no underground storage tanks within this facility.
- Other (attach a written statement).

**UST OWNER/OPERATOR REPRESENTATIVE MUST COMPLETE THIS SECTION (AND BACK OF FORM):**

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

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

# INSTRUCTIONS

Hazardous Materials Underground Storage Permit (**HMUSP**), or Unified Program (UP) Permit Application Supplement

**Do not use this form for closure, transfer, or renewal of an existing HMUSP, new construction plan check, to add an unregistered tank to an existing HMUSP, or an additional approval.**

Facility name and facility address on new permit applications must correspond with information on the UNIFIED PROGRAM (UP) FORM - UNDERGROUND STORAGE TANK (UST) – FACILITY INFORMATION form. Please correct mailing label information if affixed.

This supplement is to be used for application to operate USTs and maintain existing USTs located within the jurisdiction of the Los Angeles County Unified Hazardous Materials Program and Department of Public Works. Facilities located within the corporate limits of the cities of Burbank, Glendale, El Segundo, Long Beach, Los Angeles, Pasadena, San Fernando, Santa Fe Springs, Santa Monica, Torrance, and Vernon should contact the respective local agencies directly for permit information. Specify the number of tanks at the facility, Federal Tax ID number, primary business SIC Code, and Assessor parcel identification (required for new permit applications only).

The applicant is responsible for completing all information requested on UP UST FACILITY INFORMATION, UP UST TANK INFORMATION, UP MONITORING PLAN, UP RESPONSE PLAN, UP BUSINESS OWNER/OPERATOR ID, FINANCIAL RESPONSIBILITY and DESIGNATED OPERATOR forms. The Department of Public Works will not complete these forms for you. This application is due by the date indicated.

The fees to accompany this application represent the **HMUSP** application fee and the pro-rated Annual Maintenance fee, only. The first Unified Program Permit fee will include the full Annual Permit Maintenance fee plus the State UST surcharge and will be billed by the Los Angeles County Fire Department as the Certified Unified Program Agency (CUPA) prior to the issuance of the Unified Program or Consolidated Permit (Los Angeles County Code Title 12, Section 12.50.070) the following fiscal year. Future **annual maintenance fees** will be payable upon billing by the CUPA. The full annual maintenance fee will be charged for any unregistered Underground Storage Tank(s).

Initial pro-rated Annual Permit Maintenance fee factor is based on number of days remaining in the Fiscal Year (July 1 through June 30):

FROM	TO	PRO-RATED Multiplication factor
07/01	09/01	100%
09/02	12/01	75%
12/02	03/01	50%
03/02	05/31	25%
06/01	06/30	0%

Persons that have been notified to file for a HMUSP and do not store any hazardous materials underground should check the appropriate box on Page 1 and return this form to avoid any unnecessary follow-up mailings.

The storage of hazardous waste in an underground storage tank where the specific tank is named in hazardous waste facility permit issued by the California Department of Health Services is not subject to the HMUSP requirements. Owners of such facilities must furnish a copy of the State permit for facilities where this exclusion is requested.

**Final** interceptors in industrial waste pretreatment systems, catch basins, refinery pipelines, lagoons, storm drains, oil field gathering lines, well cellars, above ground storage tank spill containment, unlined pits or sumps, and piping not directly associated with a permitted facility are not subject to a **HMUSP**. Claims for exemption are subject to verification.

This **HMUSP** application supplement and each UP UST FACILITY INFORMATION and UP UST TANK INFORMATION form, must be signed by the **Owner or Operator** of the Unified Program Facility on which the tank is located as follows:

- 1) A principal executive officer at the level of vice-president or by an authorized representative. The representative must be responsible for the overall operation of the facility where the tank(s) is(are) located.
- 2) A general partner proprietor.
- 3) A principal executive officer, ranking elected official, or authorized representative of a public agency.
- 4) A responsible business representative for persons requesting exemption.

<b>CERTIFICATION OF COMPLIANCE WITH LOS ANGELES COUNTY LOBBYIST ORDINANCE</b>	
This is to certify that I, as permit applicant, for the project located at _____	
<b>LOCATION ADDRESS</b>	
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.	
_____ <b>APPLICANT (PRINT NAME)</b>	_____ <b>APPLICANT SIGNATURE</b>
_____ <b>COMPANY NAME (If employed by an entity/agency)</b>	_____ <b>DATE</b>