FORM VALID JULY 1, 2026 TO JUNE 30, 2027

HAZARDOUS SUBSTANCES UNDERGROUND STORAGE PERMIT APPLICATION SUPPLEMENT / NOTICE TO FILE AUTHORIZATION TO MAINTAIN UNDERGROUND STORAGE TANKS

LOS ANGELES COUNTY PUBLIC WORKS
Environmental Programs Division
900 South Fremont Avenue, 3rd Floor Annex Building
Alhambra, CA 91803-1331
(626) 458-3517, Fax (626) 458-3569
www.CleanLA.com

PUBLIC WORKS USE ONLY

SITE-FILE NO. _____ AREA _____

APPLICATION NO. _____

ISSUED PERMIT NO. _____

DATE REC'D. _____ BY _____

CHECK ☐ CASH ☐ FEE $ _____

Application is hereby made for authorization to operate and maintain underground storage tanks (UST). This form must accompany each UST permit application for a new Hazardous Substances Underground Storage Permit or Unified Program (UP) Facility Permit.
See instructions on back of this form

CALIFORNIA ENVIRONMENTAL REPORTING SYSTEM (CERS) ID NO. _____

EMAIL ADDRESS (UST OWNER/OPERATOR OR REPRESENTATIVE): _____

FACILITY INFORMATION	**UST OPERATOR, IF NOT UST OWNER NAMED ON UP FACILITY FORM**
FACILITY NAME	OPERATOR NAME
FACILITY ADDRESS	OPERATOR MAILING ADDRESS
CITY STATE ZIP	CITY STATE ZIP

NUMBER OF USTS TO BE PERMITTED AT FACILITY: _____ FEDERAL TAX ID NO. _____ SIC CODE _____

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

BUSINESS ENTITY NO. _____

THIS SUPPLEMENT MUST BE ACCOMPANIED BY:

- UST FACILITY OPERATING PERMIT APPLICATION 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)
- UST MONITORING SITE PLAN FORM SUBMITTED TO CERS
- OWNER STATEMENT OF DESIGNATED UST OPERATOR COMPLIANCE FORM SUBMITTED TO CERS
- **OPERATING PERMIT APPLICATION FEE AND A PRO-RATED AMOUNT BASED ON THE ANNUAL PERMIT MAINTENANCE FEE**
- **NEW CONSTRUCTION / ADDENDUM APPLICATION FORM AND FEES**

HSUSP FEE SCHEDULE (LOS ANGELES COUNTY CODE 11.82.010):

NUMBER OF USTS	**OPERATING PERMIT APPLICATION FEE**		***PRO-RATED AMOUT BASED ON THE ANNUAL PERMIT MAINTENANCE FEE***
1	$665.00		$1,847.00
2	$782.00		$2,147.00
3	$899.00		$2,447.00
4	$1,016.00		$2,747.00
5	$1,133.00		$3,047.00
6 or more tanks	$548.00 + $117.00 per tank = $_____	+	$1,547.00 + $300.00 per tank = $_____

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

See back of form for proration factors which will be applied to determine final fee based on the date of the application.

This Hazardous Substances Underground Storage Permit application form with the Permit Number identified in the upper right-hand corner will serve as the UST operating permit document until the Unified Program Facility Permit is issued by the County of Los Angeles Certified Unified Program Agency the following Fiscal Year. All fees must be paid prior to issuance of the UP Facility Permit authorizing the underground storage of hazardous substances.

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

SIGNATURE _____ TITLE _____

PRINT NAME _____ DATE _____

INSTRUCTIONS

Hazardous Substances Underground Storage Permit (HSUSP)/Unified Program (UP) Facility Permit Application Supplement

Do not use this form for closure of an underground storage tank (UST), the transfer, additional tank installation, new construction plan check, or an additional approval.

The Permittee, UST owner, and UST operator shall be knowledgeable of and comply with the provisions of California Health and Safety Code, Division 20, Chapter 6.7 and Chapter 6.75, California Code of Regulations Title 23, Division 3, Chapter 16 and Chapter 18, and Los Angeles County Code, Title 11, Division 4. These statues can be found on our website (https://cleanla.lacounty.gov/ust/).

This supplement is to be used for the application to operate and maintain existing USTs located within the jurisdiction of the County of Los Angeles Public Works (Public Works), which includes the unincorporated County of Los Angeles and 77 cities. Facilities located within the corporate limits of the cities of Burbank, Glendale, El Segundo, Long Beach, City of 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 USTs at the facility, Federal Tax ID number, primary business SIC Code, Assessor parcel identification number, the California Secretary of State Business Entity Number (https://businesssearch.sos.ca.gov/) for corporations and limited liability companies, and the California Environmental Reporting System (CERS) identification number (http://cers.calepa.ca.gov/).

The facility name and facility address information for each new permit application must correspond with information uploaded to the CERS database and must be consistent with Public Works standards. The applicant is responsible for completing all UST CERS submittal, including the UST Facility Operating Permit Application, UST Tank Information/Monitoring Plan, UST Monitoring Site Plan, UST Certification of Financial Responsibility, UST Response Plan, and Owner Statement of Designated UST Operator Compliance. CERS submittals with data which is found to be inaccurate or incomplete will not be accepted.

By applying for a new HSUSP, the owner agrees to assume all obligations under any expired 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 THE CERTIFIED UNIFIED PROGRAM AGENCY (CUPA).**

All inspection notification(s) shall be made as directed by the attached conditions of this approval. Annual inspections will occur thereafter.

The fees to accompany this application represent the HSUSP application fee and the pro-rated amount based on the Annual Maintenance Fee, only. Once all required Public Works' approvals have been issued and the plans have been approved, the applicant must commence work within 180 days (a one-time 180-day extension may be granted). After the UST system has been installed and all required testing and certifications have been completed and accepted, the UST(s) will be eligible for the UP Facility permit upon introducing hazardous substances into the UST(s), and complete submittal to CERS. The CUPA will invoice the Consolidated Unified Program Facility Permit annual maintenance fee thereafter through the single-fee system. The full HSUSP fees will be charged for any unregistered UST(s).

The initial proration 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%

This form, the Application Supplement forms, and the CERS data, must be signed by the **Owner or Operator** of the UP 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 UST is 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.

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.