



Hazardous Waste Generator Program
San Mateo County Environmental Health Services Division
Certified Unified Program Agency (CUPA)
2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403
Telephone: (650) 372-6200 Fax: (650) 627-8244
www.smhealth.org/environ

HAZARDOUS WASTE GENERATOR FACILITY CLOSURE POLICY

In accordance with California's hazardous waste regulations; businesses which have generated hazardous waste in San Mateo County, must go through a closure procedure when a process involving hazardous waste has been discontinued, or when a building used to store and / or treat hazardous waste is vacated. Closure requirements protect the environment, the business owner, the community, real estate companies, and the property owner, by guaranteeing that hazardous wastes are properly removed and are legally disposed of. This process ensures that contaminated equipment and structures are identified and decontaminated prior to new tenancy. A facility closure which includes aboveground storage tanks (AST) may require additional submittals. If a groundwater-monitoring well is to be closed or destroyed, you must obtain a permit from the San Mateo County Ground Water Protection Group.

The closure process may range from a small business sending in copies of receipts, (which verify proper hazardous waste disposal), to decontamination and sampling of specific areas at a facility. The legal references, which define closure standards, may be found in Title 22, California Code of Regulations, Sections:66262.34(a)(1), 66265.110, 66265.111 through 66265.115, 66265.197(a), 66265.445(c)(1)(A), 66265.1102, and 67383.3 tank cleaning. California Health and Safety Code Section 25189.2 (c) prohibits the on-site disposal of hazardous waste at an unauthorized point by a generator.

1. HAZARDOUS WASTE GENERATOR FACILITY CLOSURE APPLICATION (APPLICATION)

A completed Application must be submitted to the San Mateo County Environmental Health Services Division (Division), for approval, 30 days prior to commencing closure activities.

2. FACILITY CLOSURE PLAN (PLAN)

A Plan outlining the proposed chemical removal, decontamination, and sampling procedures shall be submitted to the Division. The Plan must be reviewed and approved by a San Mateo County Environmental Health Inspector (Inspector) before work is started. To arrange for site inspections, sample verification, or to clarify questions regarding site closure, please contact our office at (650) 372-6200.

The following information shall be included in the Plan:

- 1 List project managers and emergency coordinators who will be available during closure and clean up of the site. Include a 24-hour phone number for emergency coordinators.
- 2 Provide a current chemical inventory and map(s) identifying chemical and hazardous waste storage locations. Also, list the quantity of each item and chemical components for mixtures.

- 3 Describe procedures for equipment decontamination, rinsate collection, and disposal. Decontamination shall include all equipment, tanks, piping, sumps, and areas of the facility where hazardous wastes and chemical contact was likely to have occurred.
- 4 Include a sampling plan, which identifies sample locations and analytic methods to be used. Analysis for waste determination must be performed at a state-certified laboratory.
- 5 Provide a schedule for activities to be performed during the closure. A 72-hour notice to the appropriate Inspector is required for oversight at various phases of closure, i.e. initial site walkthrough, witnessing of sampling, site decontamination, etc.
- 6 Provide a Health and Safety Plan that outlines specific hazards and protective measures to be used at the facility. Site closure activities must be conducted by employees with adequate training per CAL/OSHA regulations outlined in Title 8, CCR and 29 CFR, part 1910.120.
- 7 Insure notification to other agencies providing facility oversight (i.e. local fire departments, sewer services, etc.).

3. FINAL SITE INSPECTION AND WALKTHROUGH (FINAL INSPECTION)

The Inspector must perform a Final Inspection. It will be at this time that all areas of concern are identified, make sure that all cabinets, equipment and chemicals have been properly removed from the facility and that the floor is cleaned.

4. POST CLOSURE REPORT (REPORT)

A Report, which includes sample results, manifests, bills of lading, and documentation verifying chemical / waste disposition must be provided to the Division for review no later than 45 days after the Final Inspection. This report must document the proper removal of chemicals, and verify that decontamination procedures were effective.

5. FEES

Depending upon the complexity of the facility closure, an hourly fee may be charged by the Division for staff time required to oversee closure activities, such as sampling oversight, Final Inspection, Plan and Report review.

Approved: 11-26-1993

History:
 01-28-2014 Revised Policy
 06-13-2008 Revised Policy
 03-13-2007 Revised Policy
 09-03-2003 Revised Policy
 07-28-1997 Revised Policy
 11-26-1993 Original Policy