



Colorado Department of Labor and Employment  
Division of Oil and Public Safety – Compliance Section  
633 17<sup>th</sup> Street, Suite 500  
Denver, CO 80202-3610

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Email: [cdle\\_oil\\_inspection@state.co.us](mailto:cdle_oil_inspection@state.co.us)  
Web: [www.colorado.gov/ops](http://www.colorado.gov/ops)

## Aboveground Storage Tank Temporary Closure Notification

Owners/operators shall notify the Director in writing at least 10 days prior to placing an aboveground storage tank (AST) system in temporary closure, and at that same time submit records documenting the prior 12 months of monthly visual inspections, inventory control, ullage records, piping release detection records, and corrosion protection testing (if applicable) for tanks and piping. In lieu of submitting these records, the owner/operator may conduct a tightness test of the tanks and underground piping, and complete a site assessment in accordance with § 3-4-7(f), and submit these results with the temporary closure notification.

Temporarily closed tanks must be emptied of liquid, rendered vapor free and safeguarded against trespassing by means of locked gates, fences etc. ASTs may continue in a temporary closed status for not more than 12 calendar months. When an AST system is temporarily closed, owners/operators must continue the operation, maintenance, inspection, and testing of corrosion protection in accordance with these regulations. Articles 4 and 5 must be complied with if a release is suspected or confirmed. Because the tanks must be emptied, release detection is not required.

When an AST system is temporarily closed for 3 months or more, owners/operators must also comply with the following requirements.

- A. Leave vent lines open and functioning.
- B. Cap and secure all other lines, pumps, manways, and ancillary equipment.

### Temporary Closure Extension Request

When an AST system is temporarily closed for more than 12 months, owners/operators must permanently close the AST system in accordance with § 3-4-7(c), unless the Director provides a written extension of the 12-month temporary closure period. Owners/operators must complete a site assessment in accordance with § 3-4-7(f) before such an extension can be applied for.

Owner/operators shall notify the Director in writing no more than 30 days prior to placing an AST back in service, and at that same time submit corrosion protection records (if applicable) for the period of temporary closure, and documentation of passing tightness tests for the AST and any underground piping conducted within the past 30 days.

Retain closure records for at least three years. You may either keep them on site or transfer them to the Division of Oil and Public Safety office.

Please refer to Colorado's [Petroleum Storage Tank regulations](#) for more details on tank closure, site assessment, release reporting, release investigation, remediation and record keeping requirements.

**To report a suspected or confirmed release discovered at temporary closure, call the Division of Oil and Public Safety Technical Assistance line at 303-318-8547.**



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## Notice of Intent to Place Aboveground Storage Tanks into Temporary Closure or Extension Request

(Revised 11/2013)

The owner/operators are required to submit records documenting the prior 12 months of release detection and corrosion protection testing (if applicable) for tanks and lines. In lieu of submitting these records, an owner/operator may conduct a precision tightness test on the tanks and lines and complete a site assessment in accordance with § 3-4-7, and submit these results with the temporary closure notification.

Complete this form and return it to the Division of Oil and Public Safety via email, fax or postal mail at least 10 days, but no more than 30 days, before closure activities begin. Please contact us at 303-318-8506 or 303-318-8505 if you have any questions.

<input type="checkbox"/> Temporary Closure	<u>AND</u>	<input type="checkbox"/> Submit 12 months of Release Detection and Corrosion Protection (if applicable) records for tanks and lines.	<u>OR</u>	<input type="checkbox"/> Submit a Precision Tightness Test on Tanks & Minimal Site Assessment.
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### Facility Information

Facility Name:	
Facility ID:	
Facility Address:	

### Contact Information

Name:	
Company Name:	
Mailing Address:	
Phone Number:	
Email Address:	
Signature:	

### Tank Information

Date tanks were emptied to less than 1 inch*:					
Date temporary closure will begin**:					
Number of tanks being placed into temporary closure:					
AST #	Date Tank Tested	OPS Tank ID #	Installation Date (year)	Tank Capacity (gallons)	Product Last Stored in Tank
1					
2					
3					

\*Submit documentation to support this.

\*\*If this date changes, please notify the Division of Oil and Public Safety immediately.

### Temporary Closure Extension Request

<input type="checkbox"/> Temporary Closure Extension Requested until _____ (Date).	<u>AND</u>	<input type="checkbox"/> Submit results of a completed Minimal Site Assessment for all Temporary Closure Extension Requests.
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