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# ENVIRONMENTAL Fact Sheet

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29 Hazen Drive, Concord, New Hampshire 03301 • (603) 271-3503 • [www.des.nh.gov](http://www.des.nh.gov)

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2014

## Registration of Aboveground Petroleum Storage Tanks (ASTs)

Owners of regulated petroleum aboveground storage tanks (ASTs) are required under the New Hampshire Code of Administrative Rules, Part Env-Or 300, Aboveground Petroleum Storage Facilities, to register their AST facility with the New Hampshire Department of Environmental Services (NHDES). Registration is also required to be eligible for reimbursement of incurred expenditures associated with the cleanup of a petroleum release to the environment.

### Who Must Register?

- Those facilities having a single aboveground tank system with an oil storage capacity of more than 660 gallons, and
- Those facilities with two or more aboveground tank systems to include all 55-gallon drums, having a combined oil storage capacity of more than 1,320 gallons, intended for storage, transfer, or distribution of oil as defined in RSA 146-A:2,III.
- Owners of facilities that have oil-filled electrical equipment that contain more than 660 gallons of oil.

### Who is Exempt?

- Regardless of other oil storage, ASTs which store heating oil (to include used engine, transmission, gear, or hydraulic oil) used solely for heating an on-premise if they have a combined storage capacity of 1,320 gallons or less.
- Tanks that store any liquid that is a gas at atmospheric temperature and pressure such as propane.

### When Do I Have to Register?

If you have an existing tank, you should register your tank as soon as possible. In fact, to ensure eligibility for New Hampshire petroleum reimbursement funds, tanks used for the storage, transfer and distribution of oil should have been registered by July 1, 1996, or within 30-days of their installation, whichever is later.

If your existing tank has not been registered, and you wish to obtain access to the funds, you may apply for a waiver of this deadline. The sooner you register your existing tank, the better your chances that a waiver of the statutory deadline will be granted by the Oil Fund Disbursement Board. If you are installing a new tank, you must register the tank no more than 30 days after the tank was installed. Also, if you are installing a new tank sized greater than 660 gallons, you must have prior approval from NHDES pursuant to the requirements of Env-Or 307.01.

### **How Do I Register My Aboveground Storage Tank?**

Registration is accomplished by completing a Registration of Aboveground Petroleum Storage Tank (ASTs) System Form. A copy can be obtained by calling NHDES at (603) 271-3899 or by visiting the NHDES website at

<http://des.nh.gov/organization/divisions/waste/orcb/ocs/astp/index.htm>. Complete the form, entering all the information that applies to your facility. Email the signed form as an attachment to [orcb.wmd@des.nh.gov](mailto:orcb.wmd@des.nh.gov) or mail the form to:

### **New Hampshire Department of Environmental Services**

**Attn: AST Program**

**P.O. Box 95, 29 Hazen Drive**

**Concord, NH 03302-0095**

### **Is There a Registration Fee?**

There is no fee to register your AST facility.

### **Who Do I Call If I Have Questions When Filling Out the Form?**

Contact the NH Department of Environmental Services at (603) 271-3899.

### **If I Have Already Registered My Tanks, Do I Have to Do It Again?**

Only if you make changes at your AST facility. The registration form doubles as a notification form. If you are changing the use of any of your tanks, or remove a tank, that change shall be indicated on an amended registration form submitted to NHDES within 30 days of that change. If you are installing a new tank at your facility, you must complete a new registration form providing information on that tank prior to operating the tank.

**DISCLAIMER:** Information contained in this Fact Sheet is current as of February 7, 2014. Statutory or regulatory changes that may occur after that date may cause part or all of the information to become invalid. If there are any questions concerning the current status of information, please contact NHDES at (603) 271-3899.