

**Sec. 22a-449(d)-114. Notification and recordkeeping**

(a) Notification requirements.

(1) Each notification required by the UST regulations or by chapter 446k of the Connecticut General Statutes shall be submitted by the owner or operator of an UST system or an underground storage facility on forms furnished by and in a manner prescribed by the commissioner on the department's internet website and shall contain all information prescribed by the commissioner. Each notification shall be accompanied by any required fee and shall be deemed incomplete if not accompanied by the required fee. In the event that no form is prescribed by the commissioner, the notification shall be submitted in a manner prescribed by the commissioner on the department's internet website.

(2) The annual notification required under section 22a-449(e) of the Connecticut General Statutes shall be submitted within the time period specified by the commissioner on the department's internet website, which time period shall be a minimum of 30 days and shall end no later than October 10 of each year.

(3) The owner or operator shall submit notification of the following to the commissioner:

(A) Installation - Within 30 days following the completion of the installation of a UST system. A copy of the notification submitted to the commissioner shall also be submitted to the local fire marshal for the municipality in which such UST system is installed.

(B) Changes to Notification - Within 30 days of any changes in the information in the most recent notification submitted to the commissioner under this subdivision;

(C) Temporarily Out-of-Service - Within 30 days of rendering an UST temporarily out-of-service in accordance with section 22a-449(d)-110 of the UST regulations;

(D) Closure

(i) Not less than 30 days before the date beginning closure in accordance with section 22a-449(d)-107 of the UST regulations;

(ii) Not later than 30 days after removing an UST from the ground or rendering the tank unusable or permanently removing piping in accordance with section 22a-449(d)-107 of the UST regulations; and

(E) Other Notifications - Any other notification required by the UST regulations.

(4) Any person who sells a tank intended to be used as an UST shall notify the purchaser of the obligation to provide notification to the commissioner within 30 days of completion of the installation of such tank. Any such notice shall be in writing on a document provided to the purchaser including, but not limited to, a bill of sale, shipping paper, or invoice for such tank.

(b) Recordkeeping.

(1) General Recordkeeping and Retention Requirement

(A) Except as may be otherwise specified in the UST regulations, including subdivisions (2) and (3) of this subsection, the owner or operator of an UST system shall maintain all records regarding each component of the UST system, including, but not limited to, installation, operation, compatibility, inspection, testing, calibration, release detection, repair, release or suspected release, and any record or report required to demonstrate compliance with any requirement of the UST regulations, other than records relating to routine maintenance of such system such as changing filters and lubricating parts.

(B) The owner or operator of an UST system shall maintain the records specified in

subdivision (1) of this subsection:

(i) During the operational life of an UST system component, at the underground storage facility, except as may otherwise be provided for in section 22a-449q of the Connecticut General Statutes; and

(ii) After the operational life of an UST system component, at any location. Such records shall be maintained and shall be made available for inspection for one year beyond the operational life of such component.

(2) Records of Closure

The owner or operator of an UST system shall maintain all records regarding closure, including the report prepared pursuant to section 22a-449(d)-107(c) of the UST regulations in accordance with the following requirements:

(A) All such records shall be maintained for 3 years after completion of all actions required pursuant to section 22a-449-107 of the UST regulations for assessing a site at closure;

(B) Such records shall be maintained by the current owner of the property at the location where an UST system was closed; and

(C) Such records shall be maintained by the owner or operator of the UST system at the time that closure of an UST system was completed at any location.

(3) Records of Repairs or Replacement Involving a Confirmed Release

When, in the course of conducting a repair or replacement, a release is discovered from the part of the UST being repaired or replaced, all records of such repair shall be maintained for 3 years after assessing the site at closure as required pursuant to section 22a-449(d)-107 of the UST regulations. Such records shall be maintained by the current owner of the property at the location where an UST system was closed and at any location by the owner or operator of the UST system at the time that closure of an UST system was completed.

(c) Availability of Records.

(1) Except as otherwise provided for in section 22a-449q of the Connecticut General Statutes:

(A) All records that shall be maintained at the underground storage facility where the UST is located, shall immediately be made available for inspection upon request by the commissioner.

(B) All records that shall be maintained but are not required to be maintained at the underground storage facility where the UST is located, shall be made available to the commissioner, at a location specified by the commissioner, not later than 15 days after a request by the commissioner.

(2) Unless the commissioner specifies otherwise, all records required to be maintained pursuant to subsection (b) of this section may be maintained in an electronic format and, if requested by the commissioner, provided in an electronic format.

(Effective May 7, 2025)