

MATRIX FOR DETERMINING FORM SUBMITTALS NEEDED FOR HAZARDOUS MATERIALS DISCLOSURE COMPLIANCE

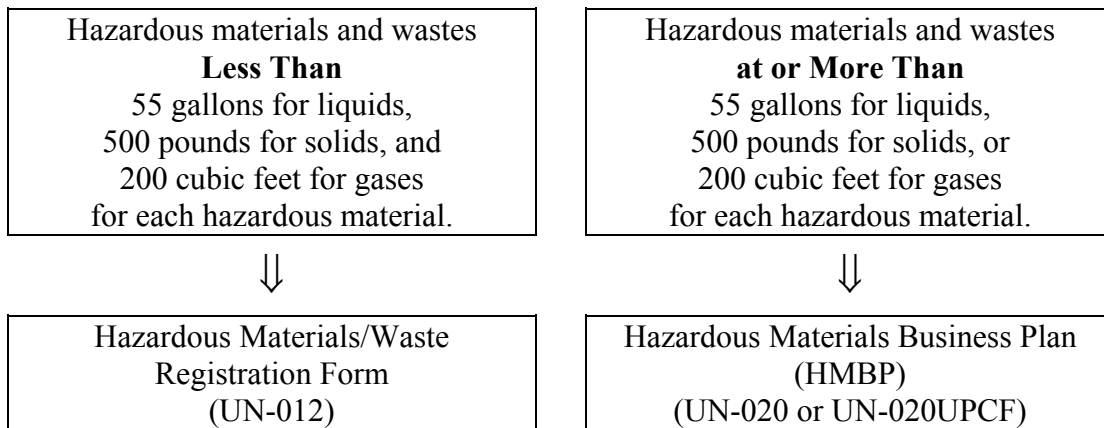
For Use by Unidocs Member Agencies or where approved by your Local Jurisdiction

[Note: This matrix does not include Air District forms or forms required to be submitted to California state agencies. For information regarding these, consult the Cal-EPA Permit Assistance Center website at www.calgold.ca.gov.]

Does or will your facility store, handle, or use any hazardous materials or hazardous wastes (e.g., paints, thinners, gases, fuels, etc.)?	Yes	No
	Go to next section.	You're done!*

* Your local agency may require a declaration of exemption. Contact your local agency.

Select the description which best describes the types and quantities of hazardous materials at your facility and complete the form(s) identified in that column:



If your facility has underground storage tanks (UST)	⇒ Add Unified Program Consolidated Form (UPCF) Underground Storage Tanks - Facility and Tank forms
If your facility has an aboveground petroleum storage tank over 1,320 gallons or aggregate aboveground petroleum storage over 1,320 gallons	⇒ Verify that you have a Spill Prevention Control and Countermeasure (SPCC) Plan
If your facility has any discharges to storm sewers or any outdoor storage of hazardous materials	⇒ Develop a Storm Water Pollution Prevention Plan

For new construction, tenant improvements, or hazardous materials storage system installations, modifications, or closures, or other hazardous materials-related issues, please contact your local Hazardous Materials Program listed on the other side of this document.

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Many forms and guidelines are standardized for use in Unidocs member jurisdictions. The appropriate local agency should be contacted regarding other local requirements (e.g., Building, Public Works, or Planning Department permits/approvals) and permit/service fee amounts. Refer to the table below to determine which local agency will oversee installation/closure activities, perform compliance inspections, and collect permit fees and application forms.

Local Agencies Within Santa Clara County:

City/Area	Local Agency Name	Address	Telephone Number
Campbell	Santa Clara County Fire Department	14700 Winchester Boulevard Los Gatos, CA 95030-1818	(408) 378-4010
Cupertino	<i>See Campbell</i>		
Gilroy	Gilroy Building Department Life and Environmental Safety Division	7351 Rosanna Street Gilroy, CA 95020	(408) 846-0430
Los Altos	<i>See Unincorporated Areas</i>		
Los Altos Hills	<i>See Unincorporated Areas</i>		
Los Gatos	<i>See Campbell</i>		
Milpitas	Milpitas Fire Department Bureau of Fire Prevention	455 East Calaveras Boulevard Milpitas, CA 95035	(408) 586-3365
Monte Sereno	<i>See Unincorporated Areas</i>		
Morgan Hill	<i>See Campbell</i>		
Mountain View	Mountain View Fire Department Fire and Environmental Protection Division	1000 Villa Street Mountain View, CA 94041	(650) 903-6378
Palo Alto	Palo Alto Fire Department Hazardous Materials Division	250 Hamilton Avenue Palo Alto, CA 94301	(650) 329-2184
San Jose	San Jose Fire Department Hazardous Materials Program	4 North Second Street, #1100 San Jose, CA 95113-1305	(408) 277-4659
Santa Clara	Santa Clara Fire Department	1675 Lincoln Street Santa Clara, CA 95050	(408) 615-4960
Saratoga	<i>See Unincorporated Areas</i>		
Sunnyvale	Sunnyvale Department of Public Safety Fire Prevention Bureau	700 All America Way P.O. Box 3707 Sunnyvale, CA 94088-3707	(408) 730-7212
Unincorporated Areas and cities of Los Altos, Los Altos Hills, Monte Sereno, and Saratoga	County of Santa Clara Department of Environmental Health Hazardous Materials Compliance Division	1555 Berger Drive, Suite 300 San Jose, CA 95112-2716	(408) 918-3400