



*Are you an Underground Storage Tank (UST) owner? Have you ever thought of removing your tanks? Has the thought of removing your USTs been overwhelming? Not sure where to begin? Are you unsure who could perform the work, correctly? What about the potential costs involved?*

**SOTRA** may be the solution for you. SOTRA stands for **Small Owner Tank Reimbursement Account**. It is an account housed within the Petroleum Storage Tank Environmental Assurance Fund (PSTEAF). These funds are specifically set aside for those tank owners ready to get out of the gas station business.

## Department for Environmental Protection Contact Information

### Underground Storage Tank Branch

Address: 300 Sower Blvd., Frankfort, KY

Website: <https://eec.ky.gov/Environmental-Protection/Waste/underground-storage-tank>

- Phone: (502)782-6456  
Email: [jill.stoltz@ky.gov](mailto:jill.stoltz@ky.gov)
- Phone: (502) 564-5981  
Email: [jenifer.cavender@ky.gov](mailto:jenifer.cavender@ky.gov)

### Claims and Payments Section

- Phone: 502-782-6483  
Email: [cheryl.yunt@ky.gov](mailto:cheryl.yunt@ky.gov)
- Phone: (502) 782-6644  
Email: [brenda.harlow@ky.gov](mailto:brenda.harlow@ky.gov)

### Environmental Compliance Assistance Program

Website: [eec.ky.gov/ECAP](http://eec.ky.gov/ECAP)

Phone: (502)782-6189

Email: [envhelp@ky.gov](mailto:envhelp@ky.gov)



The information in this document is offered only as general guidance. It is not a substitute for reading and understanding Kentucky's statutes and regulations governing the applicability and issuance of environmental permits. Specific requirements may vary with location. ECAP is not authorized to relieve any person from any requirement of federal regulations or Kentucky law through this document.

## KENTUCKY UNDERGROUND STORAGE TANK CLOSURE REIMBURSEMENT INFORMATION GUIDE



DIVISION OF WASTE MANAGEMENT  
UNDERGROUND STORAGE TANK BRANCH  
&

ENVIRONMENTAL COMPLIANCE ASSISTANCE PROGRAM

# SOTRA Made Easy

## Eligibility Requirements taken from 401 KAR 42:330 Section 1:

1. The petroleum storage tank owner complies with the financial eligibility criteria of **\$100,000.00 total income, or less, averaged over the last five (5) years.**
2. The **tanks are located at a facility that was involved in the storage of motor fuel.**
3. The **tanks are registered** with the Division of Waste Management by the owner seeking SOTRA reimbursement pursuant to KRS 224.60-105 and 401 KAR 42:020.
4. The owner certifies that: **Permanently closed tanks shall not be replaced or upgraded; and all known tanks at the facility shall be permanently closed;**
5. **The owner has owned the tanks for more than one (1) year** prior to the date of the application for reimbursement from this account.
6. An owner shall **submit a UST Notice of Intent to Permanently Close Underground Storage Tank System**, DWM 4266, incorporated by reference in 401 KAR 42:060.
7. **Tanks are not federally owned facilities** and shall not be eligible for reimbursement from SOTRA in accordance with KRS 224.60-115(16).

## *Do you meet the seven eligibility requirements? If so, take these next steps:*

- Step #1** Register your tanks by completing the **DWM 4225 UST Facility Registration Form.**
- Step #2** Apply for SOTRA by completing the **DWM 4293 UST Application for Assistance for SOTRA** and contracting a Certified Remover to perform the removal. A Certified Remover can be found by contacting the KY State Fire Marshal's Office at (502) 573-0382.
- Step #3** Receive a SOTRA Application Approval letter with an obligation for reimbursement. Once approved, UST will issue a letter of eligibility status and establish a reimbursement amount.



## What happens next?

### **Remove the tanks**

Permanent closure within the reimbursable amount may begin.

### **Report**

A **Closure Assessment Report** must be submitted for technical review.

### **Reimbursement**

Payment will be processed when the review of the report and claim is complete.

### **Restore**

Reimbursement of asphalt and concrete replacement is available once a letter of "No Further Action" is issued.

## What happens if the closure exhibits contamination?

The site will be referred for a site investigation for further sampling and remediation. Reimbursement is available after an entry level is applied. Up to \$1 million is available for eligible corrective action activities. A UST project manager will communicate with you and your contractor about assessment and remedial actions.