

**COUNTY OF SANTA BARBARA
PLANNING AND DEVELOPMENT DEPARTMENT
ENERGY DIVISION**

**123 East Anapamu Street
Santa Barbara, CA 93101-2058
Telephone: (805) 568-2000 FAX: (805) 568-2522
<http://www.countyofsb.org/energy>**

CHANGE OF OWNER

This application must be approved to transfer a permit following a change of owner of any oil or gas facility subject to Chapter 25B of Santa Barbara County Code. (For change of a non-managing part-owner of a facility, submit Form 25B-NM instead.) This application must be filed jointly by the current facility owner (or managing partner) and the new owner, and the information provided must be certified by official representatives of both companies. Submit this application to the Energy Division no later than 30 days following the ownership change. Attach additional pages as needed to answer questions fully.

1. Permitted Facility _____
Current Owner/Managing Partner _____
New Owner/Managing Partner _____

2. Contact Person: Give the name, address, telephone number, and email address of a person to contact if necessary to clarify this application.

3. Does the change involve a guarantor for the facility? _____
If yes, you must also apply for change of guarantor (Form 25B-G).

4. Will the new owner have management responsibilities for operation of the facility? _____
If yes, you must also apply for change of operator (Form 25B-OP), except in the case of certain mergers and changes of business organization (see §25B-8.1.a.ii of Chapter 25B).

5. Type of Ownership Change. Check applicable boxes and provide answers as appropriate.

- a.** Full change of facility ownership
- b.** Change of managing partner of partnership that owns facility
- c.** Replacement of managing partner of partnership that owns facility with another existing partner that has been a partner for at least one year.
- d.** Change of business organization of owner operator (e.g., corporation → LLC)
- e.** Merger of owner operator
- f.** Non-managing partner of operator, where operator is a partnership
- g.** Other (Explain) _____

- 6. Background Information.** Please provide general background information on any new owner and describe its relation, if any, to the existing owners, guarantors, and operators, in order to give the context in which the changes can be accurately understood. Please include a chart showing the organizational connections, if they are complex.
- 7. Description of Changes.** Give a clear and detailed explanation of the ownership changes. Identify companies involved and give dates of ownership transfer. Describe any anticipated direct or indirect effects of the changes on the project , operations or management.
- 8. Financial Assurances.** Provide documentation demonstrating that all necessary insurance, bonds or other instruments or methods of financial responsibility approved by the County and necessary to comply with the permit and any County ordinance have been updated, if necessary, to reflect the new owner(s) and will remain in full effect following the ownership change. *[Note – See Item 3, above.]*
- 9. Facility Safety Audit.** Has the new owner or managing partner received a copy of the most recent County-conducted facility safety audit and an accurate representation of the status of implementing its recommendations? (Required only if box 5a or 5b above is checked.)
- Yes Date of audit: _____
- No

10. Attachments – Please attach the following:

- a. Informational statement: Attach a completed Form 25B-IS for any new owner.
- b. Acceptance of permit: Attach a letter from a responsible official representing any new owner formally accepting all conditions and requirements of the permit.
- c. Compliance with existing requirements: Attach a list of any aspects of the facility that are not in compliance with the permit, including requirements of any County-required safety audit, Notice of Violation, or County ordinance. If it will be infeasible to achieve compliance on all items prior to the change of owner, also attach a proposed schedule to come into full compliance. (Required only if box 5a or 5b above is checked.) (See Sec. 25B-9.1.e).
- d. Processing fees: Attach a completed form “Agreement for Payment of Processing Fees for Minor Projects” and the required deposit or fee, in the amount shown in the Energy Division Fee Schedule, made payable to County of Santa Barbara.

Note – The Director may require additional information, if needed, to complete processing of permit transfer.

