



Small Business Closure

Business and Property Owner Responsibilities

June 2023

According to data from [US Small Business Administration](#), 97% of all businesses in NH are small businesses with under 20 employees. Approximately 5,200 new small businesses open, but 4,800 small businesses close every year. When a small business closes, there are environmental requirements and documentation that must be updated at NHDES. Property owners also need to be aware of their responsibilities at the site.

It is generally in the best interest of the owner and/or lessor of the property, to have a definitive understanding (written contract) of expectations when the property is transferred or there is a termination of a lease agreement. Within the lease agreement, it may include periodic inspections of property, especially if hazardous waste is generated that must be managed appropriately.

If there are changes to the site, facility name, ownership, contact information, location and/or termination, all registrations and permits with NHDES must be updated. This is not a complete list of environmental programs but offered as a helpful checklist to begin the process.

Start with NHDES [OneStop](#). This database contains documents, permits, registrations, data and reports that can be searched by name or address. Need help navigating OneStop? Contact the Small Business Technical Assistance Program at 603-271-1379 or Sara.J.Johnson@des.nh.gov.

- Aboveground storage tanks and the Spill Prevention, Control and Countermeasure Plan. Contact 603-271-1370 or orcbwmd@des.nh.gov.
- Air permits and registrations for emergency generators. Contact 603-271-1370 or DES-AirPermitting@des.nh.gov.
- Drinking Water and Groundwater Bureau. Contact 603-271-2513 or dwgbinfo@des.nh.gov.
- Groundwater protection includes registered floor drains, holding tanks, and discharges to ground. Contact 603-271-2858 or UICProgramNH@des.nh.gov.
- Hazardous waste includes hazardous waste generator notification. It is the responsibility of the generator, but if the generator fails to dispose of waste accordingly, the responsibility falls on the property owner. Contact 603-271-2991 or hazwastereporting@des.nh.gov.
- Septic system registration. Contact Subsurface Systems Bureau at 603-271-3501.
- Stormwater Discharge Permits. Contact 617-918-1695 or Ragab.Abdulrahman@epa.gov.
- Underground storage tanks. Contact 603-271-1370 or orcbwmd@des.nh.gov.
- Used oil burner, marketer or transporter registration. Contact 603-271-6424 or usedoil@des.nh.gov.
- Wastewater discharge permits to sewer is managed by the local wastewater treatment facility. Contact them directly with updates.

Small business can also get help from the NH Small Business Development Center by contacting Andrea O'Brien at 603-641-4379 or Andrea.Obrien@unh.edu.