



North Carolina Department of Environment and Natural Resources  
Division of Waste Management

Beverly Eaves Perdue  
Governor

Dexter R. Matthews  
Director

Dee Freeman  
Secretary

November 30, 2010

Mr. Racy Newbern  
Soundside Recycling & Materials, Inc.  
7565 Caratoke Hwy  
Jarvisburg, NC 27947

Re: Application of Soundside Recycling & Materials, Inc. for permit renewal and relocation of the operation to the east side of the current property  
Permit No. 27-05  
Currituck County, Doc ID 12318

Dear Mr. Newbern:

The Solid Waste Section has completed review of the above referenced application, Doc ID 7156, submitted on your behalf by your consultant, Richardson Smith Gardner & Associates. Please address the following comments to complete the application process:

1. Page ES-2 – Please reword sentences regarding the Design Engineer assuming that the plan would be followed as written, and envisioning how the facility would be operated. The plan should state how the facility will be operated.
2. Please add the response to previous comment #7 regarding coastal wetlands to the text of the application.
3. Please add the response to previous comment #8h regarding residential dwellings within 500 feet of the property to the text of the application.
4. Operations Manual –
  - a. The cover should be signed and sealed by a professional engineer.
  - b. Section 1.1 - Please add the total property acreage and the acreages for the various areas listed in the previous response to comments no. 4.
  - c. Section 1.2 – Provide the name, address, telephone number, and email address of the landowner.
  - d. Section 1.4 – The site sign should also include permit number, operating hours, types of waste prohibited, and emergency contact numbers.
  - e. Section 1.9.2 – Please change “should” to “will,” two instances.
  - f. Section 1.14 – The current permit and the site drawings should also be kept onsite at all times.
  - g. Section 2.2.1 – Wood waste does not meet the definition of inert debris. Listing should include waste tires and pallets, as indicated elsewhere in application.
  - h. How will asbestos containing material be excluded from acceptance at the site?

- i. How will workers know which waste loads contain demolition debris, and will not be sorted?
- j. Section 2.5 – Please add estimated tons or cubic yards per day expected to be received at the facility.
- k. Section 2.5.1 and 2.5.2 – The service area and the list of disposal facilities should be defined definitively. The service area and the list of disposal facilities will be listed in the permit, and any change will require a permit modification. Please reword or delete sentence that states that a new disposal facility will be added after notice to the Division within 30 days of a change.
- l. Section 2.5.3 – List the disposal facility for the waste tires.
- m. Sections 2.2.2, 2.6.3, 2.7, and 2.8 – Please change “source separation/separated” to “waste sorting” or similar language. Source separation means that the recyclable is sorted by the generator before it arrives onsite.
- n. What kind of plastics will be recycled?
- o. Storage of gypsum, plastics, and cardboard bails must include run-on and run-off controls, on an impervious surface.
- p. Please add the response to previous comment #16o concerning the handling of gypsum to the text of the application.
- q. Section 2.5.5 – Include the bailers, conveyor/sorting line, and concrete grinder.
- r. Describe contingency plan for equipment breakdown and long-term power outages.
- s. Section 2.6.4- Please clarify the first sentence.
- t. Section 2.7.3 – Describe the conveyor and sorting line. What is the design and how will it operate?
- u. Section 2.7.4 – Containers - Include a listing of the maximum number of containers of each waste and recyclable type that will be stored onsite. Provide the total volume or tonnage of all full containers onsite at any given time.
- v. Section 2.7.4 – Other Storage Areas – Correct Section number. Include a listing of the maximum size or volume of each recyclable type that will be stored onsite in piles. Provide the maximum total volume or tonnage of the waste/recyclables stored in piles onsite in the Transfer and Recovery area and the Recycling Process area at any given time.
- w. Provide the maximum number, size, and weight/volume of each type of recyclables that will be stored onsite in bales.
- x. Section 2.7 – Provide the maximum volume of land clearing debris and green waste that will be stored in the Land Clearing and Inert Debris Storage area.
- y. Application should describe the method for ensuring that 100% of the recyclable material will be processed and removed from the facility within one year of receipt. The response to previous comment 16z regarding accounting software should be added to the text of the application.
- z. The plan should state that unacceptable waste and bypass materials will be removed from the site at least weekly.
- aa. Provide more information on the plan to accept asphalt shingles. Attached to this letter is a guidance document for the recycling of asphalt shingles. Only residential tear-off shingles may be recycled. The items listed in the Operation Plan of the guidance should be incorporated into the text of the application.

- Provide a maximum storage volume that will be stored onsite. Will grinding occur onsite? Any shingle storage is limited to one year, and if the material is not recycled it must be removed from the site and properly disposed.
- bb. Please add the response to previous comment 8b and 8d concerning operations during rain events and tarps to the text of the application. Containers should be covered during rain events.
  - cc. Section 3.2 – What are the surface water control measures to prevent run-on and run-off?
  - dd. The tipping floor and the sorting area should include controls for contaminated run-off collection.
  - ee. Section 3.3 – How is leachate to be managed for the waste sorting and waste/recyclable storage area?
  - ff. Section 3.3.1 – Please clarify second sentence.
  - gg. Section 3.3.3 – What documentation and records will be kept for leachate management?
5. Drawing S-1:
- a. Please clarify “future” area marked for the tipping area.
  - b. Where is the outgoing waste transfer truck area?
  - c. Show gates, fences, and other access control features.
  - d. Show the location of the two potable wells at the site entrance.
6. The composting application must include all the requirements of 15A NCAC 13B .1401 et seq., for a Type 4 facility. Please provide a letter or approval from the County which states that the proposed use (receiving/storage/composting of seafood processing waste, poultry litter, food scraps from groceries and restaurants, yard waste, vegetative debris, restaurant grease trap waste, and engineered wood products from construction debris) is allowed within the existing zoning, and that any necessary zoning approval or permit has been obtained. Clarification is needed in that the existing Special Use Permit does not address the proposed waste types listed above.
7. Financial assurance cost estimate – Costs should include the composting facility. Disposal cost should be based on 5 days volume of incoming waste plus the maximum volume of stored wastes/materials onsite. Disposal cost should be calculated as disposal of all materials at a MSW landfill. Please show number of truck loads, total miles to MSW landfill, and labor costs.
8. An updated erosion and sedimentation plan approval should be submitted to our office prior to site construction.
9. Please check electronic copy of the application for duplicate pages.

Please submit responses to comments as replacement pages to the application. Replacement pages should list the date the submittal was prepared, the revision number, and page number. Please provide one paper copy of the replacement pages, and one electronic copy of the complete application with the revised pages.

When the staff review and application is complete, the report cover sheet should be modified to include revision or final dates, and the table of contents should be modified, as necessary.

For your reference, the application can be found on our Section website database:

<http://acp.ncdenr.org/pls/apex/f?p=2136:25:2686640698486849>

Enter 7156 in the search box.

If you have any questions on the above comments, please contact me at (919) 508-8510 or by email at [donna.wilson@ncdenr.gov](mailto:donna.wilson@ncdenr.gov).

Sincerely,

A handwritten signature in black ink that reads "Donna J. Wilson". The signature is written in a cursive, flowing style.

Donna J. Wilson  
Environmental Engineer  
Solid Waste Section

Attachment (shingle guidance)

cc: Stacey Smith, Richardson Smith Gardner & Assoc.  
Stacey Smith, Currituck County  
Ben Barnes

## **SOLID WASTE PERMITTING FOR ASPHALT SHINGLE SCRAP**

North Carolina Department of Environment and Natural Resources  
Division of Waste Management – Solid Waste Section

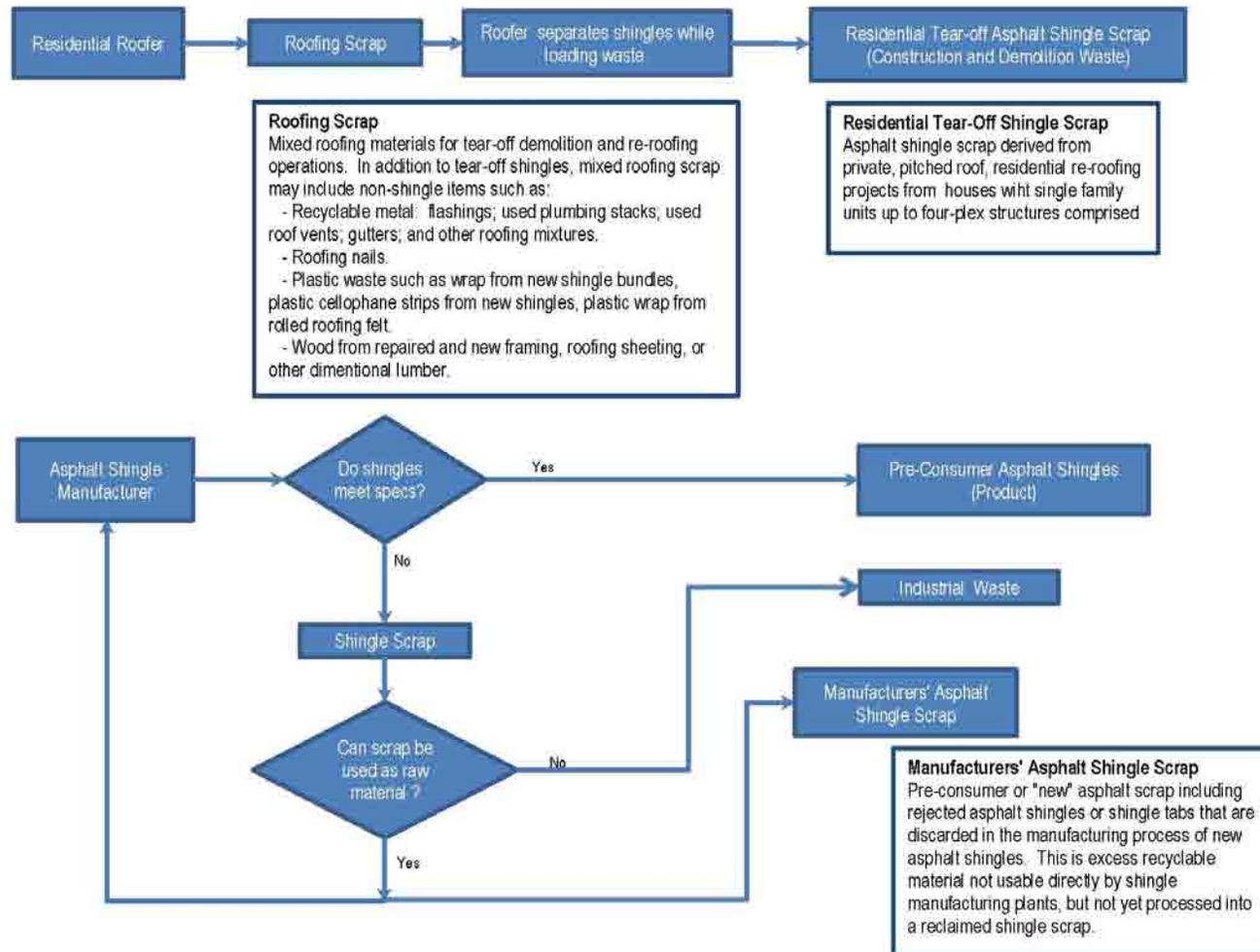
Asphalt roofing shingles contain asphalt cement and mineral aggregate which are ingredients used by hot mix asphalt (HMA) plants to enhance their paving mixtures. The North Carolina Department of Transportation has allowed the use of ground scrap from asphalt shingle manufacturers in HMA since 1995. HMA producers are now incorporating asphalt shingle waste from re-roofing projects in their mix to reduce raw materials costs.

The solid waste permitting requirements for facilities involved in the collection and processing of asphalt roofing shingles depend on the source of the shingles and the facility operations. Shingles require processing, primarily grinding, before they can be used in HMA production. Figures 1 and 2 were developed to aid in determining whether a solid waste permit is needed. The terminology used in the figures and below is based on “Recycling Tear-Off Asphalt Shingles: Best Practices Guide” (October 11, 2007) which was prepared for Construction Material Recycling Association (CMRA) and partially funded by the U.S. Environmental Protection Agency and on American Association of State Highway Transportation Officials definitions.

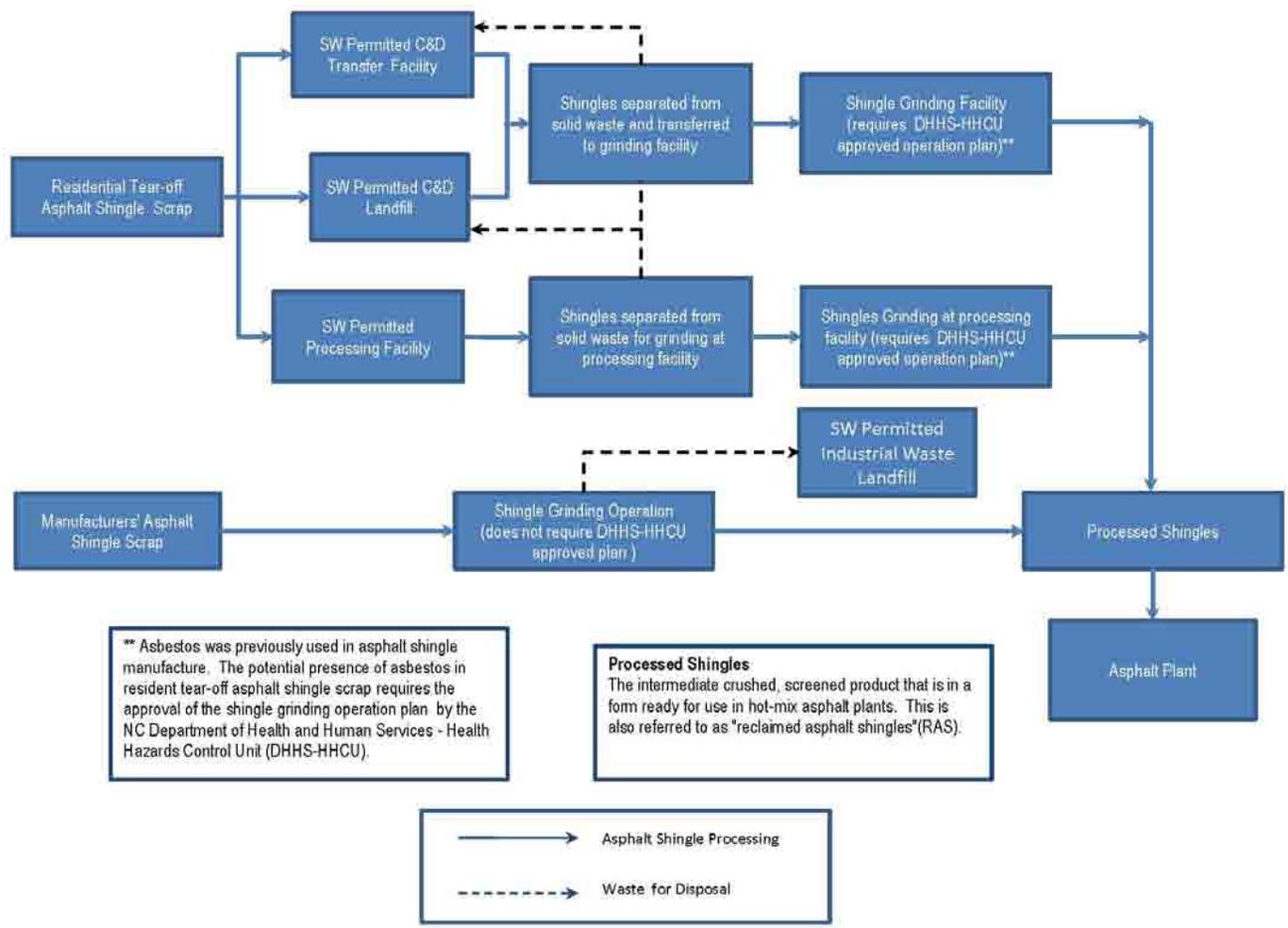
“Manufacturers’ Asphalt Shingle Scrap” (MASS) is asphalt shingle scrap that is discarded during the manufacture of new asphalt roofing shingles. It is excess recyclable material that cannot be directly reused by the shingle manufacturing plant. MASS does not contain asbestos due to federal regulations which eliminated its use in shingles in the 1970s. It is also free of debris. This pre-consumer scrap goes directly from the roofing shingle manufacturer to the grinding facility which produces a material that can be used at a HMA plant. In this case, the facilities involved do not need to be permitted as solid waste facilities.

“Residential Tear-Off Shingle Scrap” is asphalt shingle scrap derived from private, pitched roof, residential re-roofing projects from houses with single family units up to four-plex structures where the old shingle layers are removed to prepare the roof surface for new shingles and/or other roofing materials. It is comprised mainly of shingle scrap, but can contain other roofing scrap such as recyclable metal, nails, plastic wrap, and wood from repaired or new framing, roofing sheeting, or other dimensional lumber. This post-consumer material is a waste that is classified as construction and demolition (C&D) waste. Training roofers to separate the residential tear-off shingle scrap from other waste while cleaning up at job site is a good practice that reduces separation and disposal efforts at the collection or processing facility, however, it does not change the classification as a C&D waste. The facility that receives this waste must be a permitted facility that has included management of this waste, from receipt through grinding, in their Operation Plan.

**Figure 1 - Shingle Sources**



**Figure 2 - Shingle Processing**



# **APPLICATION GUIDANCE FOR SOLID WASTE FACILITIES TRANSFERRING ASPHALT SHINGLE SCRAP**

North Carolina Department of Environment and Natural Resources  
Division of Waste Management – Solid Waste Section

A construction and demolition waste (C&D) landfill or transfer facility may wish to divert residential tear-off shingle scrap to a facility that can grind asphalt shingles into reclaimed asphalt shingle (RAS) for use in asphalt paving or other products. If the landfill or transfer facility sends this material to a facility not permitted by the Solid Waste Section, the landfill or transfer facility is responsible for separating the asphalt shingles from other roofing debris, documenting the transfer to the grinding facility, and for ensuring that the grinding facility has an asbestos screening plan approved by the Department of Health and Human Services, Health Hazards Control Unit. The landfill or transfer facility must apply for a permit modification that addresses the management of asphalt shingles and receive the permit modification prior to diverting to the asphalt shingle scrap.

The permitting of solid waste management facilities is addressed in 15A NCAC 13B Section .0200. The application and operational requirements for transfer facilities are stated in 15A NCAC 13B Section .0400 and for C&D landfills in Rules .0531-.0547. This guidance is provided to assist the applicant in the preparation of a complete permit modification application, but may not cover all circumstances. For questions or additional information, the applicant should contact the Solid Waste Section at 919-508-8400.

## **Application Type and Fee**

The applicant should request a permit modification.

The fee for a transfer facility permit modification is \$500.

The fee for a C&D landfill (less than 100,000 tons per year) facility permit modification is \$1,500.  
The fee for a C&D landfill (100,000 or more tons per year) facility permit modification is \$2,500.

The permit fee should be submitted with the application; otherwise, processing of the application may be delayed. The applicant will be invoiced for the permit fee if it is not included with the application.

## **Additional Information**

The Solid Waste Section (SW Section) reserves the right to require additional information as determined necessary to fully identify facility operations.

The SW Section will determine whether an application is complete within 90 days of receiving an application for permit. A determination of completeness means that the application includes all required components but does not mean that the required components provide all of the information that is required for the SW Section to make a decision on the application. If the SW Section determines that an application is not complete, the SW Section will notify the applicant of the components needed to complete the application.

The applicable solid waste management rules and general statutes can be found on the SW Section's website as follows:

NC Solid Waste Rules:  
<http://portal.ncdenr.org/web/wm/sw/rules>

NC General Statutes:  
[http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter\\_130A/Article\\_9.html](http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_130A/Article_9.html)

Questions regarding an application should be directed to the SW Section, phone 919-508-8400.

## **INSTRUCTIONS FOR PREPARING AN APPLICATION**

### **Format and Submittal**

An application for a transfer facility permit modification should be submitted using a report format in a three-ring binder that contains all engineering drawings and other information as described below. Pages should be dated and numbered. Sections of the application should be separated with tabbed pages. One paper copy and one electronic copy of the application report should be submitted. The electronic copy may be sent by email, or on a CD included with the paper copy. Engineering drawings must be included in the electronic copy.

Applications should be sent to the following address:

NC DENR, Division of Waste Management  
Solid Waste Section Permitting  
1646 Mail Service Center  
Raleigh, NC 27699-1646

### **Letter of transmittal**

All applications should include a letter of transmittal. The letter should include a brief narrative that states the reason for the application and the permit action requested.

### **Title Page**

The title page for the application should include the name of the facility, the permit number, the location of the facility, the name of the applicant, name of the preparer, and date of the application.

### **Table of Contents**

A table of contents should be included which lists sections, subsections, drawings, figures, tables, and any other separated material.

### **General Information**

Provide a narrative of general information for the facility, including the following:

1. Name of proposed or existing facility.
2. Name, address, telephone number, and email address of the applicant and contact person.

3. Name, address, telephone number, and email address of the contract operator and contact person, if applicable.
4. Name, address, telephone number, and email address of the landowner. A landowner authorization form must be signed and notarized if the property is to be leased (see attached form).
5. Name, address, telephone number, and email address of the engineer.
6. Name, address, telephone number, and email address of person to receive permit fee invoices and annual fee invoices.

### **Operation Plan**

The following only addresses the elements of the operation plan concerning the management of asphalt shingle scrap.

1. Include information on training and certifying roofers or other suppliers of residential tear-off asphalt shingles. This will reduce the amount of handling by the transfer facility personnel. An example can be found in “Recycling Tear-Off Asphalt Shingles: Best Practices Guide” (October 11, 2007) which was prepared for Construction Material Recycling Association (CMRA) and partially funded by the U.S. Environmental Protection Agency. It is available at their website: <http://www.shinglerecycling.org>.
2. Include the flow and management of asphalt shingle scrap from the arriving at the gate to the sorted material leaving the facility. Include procedures for accepting, sorting, and storing the asphalt shingles.
3. Describe equipment that will be used at the facility for material handling and processing.
4. Describe changes to the facility to accommodate the management of shingles.
5. List the specific facilities that will receive the sorted asphalt shingles. If the grinding facility is not a Solid Waste permitted facility, also include information on their compliance with asbestos regulations. The grinding facility must have an operations plan that was approved by the Health Hazards Control Unit of the Division of Public Health, Department of Health and Human Services. Include a copy of their final plan and the letter of approval from the Health Hazards Control Unit.
6. Include the tracking of asphalt shingles in recordkeeping for the facility.

### **Financial Assurance**

Revise the financial assurance cost estimate to include asphalt shingle clean-up and disposal.

### **Signature Pages**

Applicant signature page (see attached).

### **Engineering Drawings**

The approved facility plan should be revised to include the following involved with asphalt shingle sorting and storage:

1. Waste unloading and loading area
2. Tipping floor and sorting area
3. Storage areas indicating material stored and types and sizes of containers
4. Other site specific changes, as applicable

**Applicant Signature Page**

Name of facility \_\_\_\_\_

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision and that the information provided in this application is true, accurate, and complete to the best of my knowledge.

I understand that North Carolina General Statute 130A-22 provides for administrative penalties of up to fifteen thousand dollars (\$15,000.00) per day per each violation of the Solid Waste Management Rules. I further understand that the Solid Waste Management Rules may be revised or amended in the future and that the facility siting and operations of this solid waste management facility will be required to comply with all such revisions or amendments.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Business or organization name

# APPLICATION GUIDANCE FOR FACILITIES PROCESSING ASPHALT SHINGLES

North Carolina Department of Environment and Natural Resources  
Division of Waste Management – Solid Waste Section

Facilities that receive asphalt shingle waste directly from solid waste generators and process the waste for use in asphalt paving or other products are considered solid waste processing facilities and must be permitted. The permitting of solid waste management facilities is addressed in 15A NCAC 13B Section .0200 and the application and operational requirements for processing facilities are stated in 15A NCAC 13B Section .0300. A processing facility must process more than 50 percent of all received material; otherwise, it is considered a transfer station and must be permitted as such. This guidance is provided to assist the applicant in the preparation of a complete application, but may not cover all circumstances. For questions or additional information, the applicant should contact the Solid Waste Section at 919-508-8400.

## **Application Types**

There are three types of permit applications as defined in G.S. 130A-295.8(b).

1. “New permit” applies to an application for a permit for a solid waste management facility that has not been permitted by the Department. A new permit application may also be required if substantial changes are proposed for a permitted facility.
2. “Permit amendment” applies to (a) an application for the five-year renewal of the permit of a permitted facility, (b) an application that proposes a change in ownership or corporate structure of a permitted facility, (c) an application for a change in the type of waste managed, or (d) a change in the magnitude, scope, or function of a permitted facility.
3. “Permit modification” applies to an application for a change to the plan approved in a permit for a solid waste management facility that does not constitute a new permit or permit amendment.

## **Permit Fees**

The permit fees for a processing facility are as follows:

New Permit	\$1,750
Permit Amendment	\$1,250
Permit Modification	\$500
Annual Permit Fee	\$500

The permit fee should be submitted with the application; otherwise, processing of the application may be delayed. The applicant will be invoiced for the permit fee if it is not included with the application.

## **Compliance and Financial Responsibility Review**

A compliance review will be required of the owner and operator of the facility. The owner and operator will be sent a letter requesting compliance history information and parent, subsidiary, or other affiliate information, after the application is submitted. A financial responsibility review of the applicant is

required by G.S. 130A-295.2 to ensure that the applicant has the financial ability to finance the costs of proper design, construction, operation, maintenance, and closure of the facility.

### **Additional Information**

The Solid Waste Section (SW Section) reserves the right to require additional information as determined necessary to fully identify facility operations.

The SW Section will determine whether an application is complete within 90 days of receiving an application for permit. A determination of completeness means that the application includes all required components but does not mean that the required components provide all of the information that is required for the SW Section to make a decision on the application. If the SW Section determines that an application is not complete, the SW Section will notify the applicant of the components needed to complete the application.

The applicable solid waste management rules and general statutes can be found on the SW Section's website as follows:

NC Solid Waste Rules:  
<http://portal.ncdenr.org/web/wm/sw/rules>

NC General Statutes:  
[http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter\\_130A/Article\\_9.html](http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_130A/Article_9.html)

Questions regarding an application should be directed to the SW Section, phone 919-508-8400.

## **INSTRUCTIONS FOR PREPARING AN APPLICATION**

### **Format and Submittal**

An application for a processing facility permit should be submitted using a report format in a three-ring binder that contains all engineering drawings and other information as described below. Pages should be dated and numbered. Sections of the application should be separated with tabbed pages. One paper copy and one electronic copy of the application report should be submitted. The electronic copy may be sent by email, or on a CD included with the paper copy. Engineering drawings must be included in the electronic copy.

The information to include in an application is described in the sections listed below.

An application for a new permit must address all sections.

An application for a permit amendment must address sections 1, 3, 5, 6, 8, and other sections, as applicable, in which any information contained in the original permit application is incomplete or has changed.

An application for a permit modification must address sections 1, 3, 5, 6, 8, and other sections, as applicable, in which any information contained in the original permit application has or will change due to the proposed modification.

Applications must be sent to the following address:

NC DENR, Division of Waste Management  
Solid Waste Section Permitting  
1646 Mail Service Center  
Raleigh, NC 27699-1646

### **Letter of transmittal**

All applications should include a letter of transmittal. The letter should include a brief narrative that states the reason for the application and the permit action requested (i.e., a new permit, a permit amendment, or a permit modification).

### **Title Page**

The title page for the application should include the name of the facility, the permit number, the location of the facility, the name of the applicant, name of the preparer, and date of the application.

### **Table of Contents**

A table of contents should be included which lists sections, subsections, drawings, figures, tables, and any other separated material.

### **Section 1 – General Information**

Provide a narrative of general information for the facility, including the following:

1. Name of proposed or existing facility.
2. Name, address, telephone number, and email address of the applicant and contact person.
3. Name, address, telephone number, and email address of the contract operator and contact person, if applicable.
4. Name, address, telephone number, and email address of the landowner. A landowner authorization form must be signed and notarized if the property is to be leased (see attached form).
5. Name, address, telephone number, and email address of the engineer.
6. Name, address, telephone number, and email address of person to receive permit fee invoices and annual fee invoices.

### **Section 2 - Property Information**

1. Describe the location of the facility. If the property was previously used for solid waste management activities, provide a description of the operation including permit information and a map with boundaries.
2. Provide the total acreage of the property and the size of the actual area to be used for the processing facility.

3. Provide a legal description of the property and a complete copy of the current land deed. Also provide a copy of any available current plats or survey drawings of the property.
4. Provide a copy of the USGS topographic quadrangle map of the area. The property boundaries of the property should be drawn onto the map. The map may be a high quality photocopy.
5. Provide a letter from the appropriate city or county official confirming that the siting of the facility will be in conformance with all zoning and local laws, regulations, and ordinances, or that no such zoning, laws, regulations, or ordinances are applicable.
6. Provide a copy of the FEMA Flood Map for the area with the property marked on the map.
7. Provide a letter from the Army Corps of Engineers that addresses the wetlands determination for the property, and compliance with requirements, if applicable.

### **Section 3 - Operation Plan**

1. The operation plan should have a title page with “Operation Plan”, the name of the facility, the permit number, the location of the facility, the name of the applicant, and date of the application.
2. Provide a brief, general description of the facility and its operation.
3. Provide a description of the waste to be accepted at the facility. The facility must comply with the requirements of the Health Hazards Control Unit of the Division of Public Health, Department of Health and Human Services, regarding acceptance, storage, processing, and removal of asbestos or suspected asbestos. Contact Mr. Jeff Dellinger, by phone at 919-707-5950, or by email at [jeff.dellinger@ncmail.net](mailto:jeff.dellinger@ncmail.net). Include a copy of the final plan submitted and the approval of the plan.
4. List the service area for the facility. Note: The service area is restricted by the permitted service of area of the proposed disposal facilities where waste will be transferred (see item 8).
5. Estimate in tons or cubic yards per day the quantity of waste that will be managed at the facility. Provide the number of operating days per year for the facility.
6. Describe site security and access control. Access roads must be of all weather construction. Also list hours of operation.
7. Describe signs that will be posted at the entrance and within the site to direct traffic. The entrance must provide a description of the types of waste received, the types of waste prohibited, operating hours, permit number, and emergency contact phone numbers.
8. List the specific facilities that will be used for disposal of waste not suitable for processing. The source of the waste must be in the service area of the disposal facility. Describe the method that will be used to ensure that the wastes transferred to the disposal facilities are in the disposal facility's service area.
9. Describe the operation of the processing facility from a truck arriving at the gate to the shipment of processed material to the asphalt plant. Include traffic flow and procedures for accepting, sorting, processing, and storing waste and other materials at the facility. Include the procedure for handling waste loads that contain unacceptable waste.

10. Describe how materials will be stored. Stored material should be covered on a pad or in a covered container. Estimate the maximum amount of each material that will be stored and the frequency of removal from the site of unacceptable waste and processed material. Waste received must be processed or removed from the facility within one year of receipt. Describe how the requirement will be monitored and documented.
11. Describe equipment that will be used at the facility for material handling and processing.
12. Describe staffing for the facility including personnel requirements, qualifications, and responsibilities. The plan must indicate that a trained employee will be onsite at all times the site is open, overseeing the loading and unloading of waste.
13. Describe surface water control features, including run-on and run-off. Describe plan for operation of the facility in wet weather. Provide copy of stormwater application and permit, if required.
14. Describe the collection, storage, and disposal of leachate, wash water, and contaminated rainfall runoff. Runoff from the tipping area, and all areas where materials are stored, should be collected and properly treated prior to disposal.
15. Describe procedures to maintain the facility property in a sanitary condition. Include actions to be taken to minimize noise, vectors, and odors, if applicable. All waste should be sorted and stored at the end of each operating day. Storage containers should be covered at the end of every operating day and during rain events.
16. Describe procedures for litter and dust control. Procedures to prevent blowing litter and dust from leaving the on-site facility and from leaving the property.
17. Describe procedure for fire prevention and actions to be taken in the event of an accidental fire. Identify fire fighting facility that is responsible for the area where the facility is located.
18. Describe recordkeeping (daily tonnages of waste received by county of origin, tonnages of each type of processed material sent to for recycling, tonnages of waste sent to a disposal facility, personnel training). The facility must also keep a copy of the permit, operations plan, and site drawings on site at all times.
19. Include contingency plans for equipment breakdown, spills, vectors, noise, odors, unusual traffic patterns, long-term power outages, extreme weather events, etc.

#### **Section 4 – Sedimentation and Erosion Control Plan**

For new permit applications or applications of permitted facilities with proposed construction, provide a copy of the sedimentation and erosion control plan as required by local governments and the NC Division of Land Resources. Provide an electronic copy only if the plan is voluminous.

#### **Section 5 - Financial Assurance**

Financial assurance documentation is required for all permits in accordance with G.S. 130A-295.2(f). Submit cost estimates in the application equal to the cost to hire a third party to remove, cleanup, haul, and dispose of a minimum volume of incoming waste plus the maximum amount of materials (waste and recyclables) that the facility plans to store onsite (see item 10 in the Operation Plan section). This is required in the event of site abandonment or if the site is found to be in substantial non-compliance with

state requirements. The facility may be considered in substantial non-compliance if it is found to be storing more materials onsite than the facility's operations plan and/or the facility's financial assurance mechanism covers. The SW Section may require the estimate to be based on a greater volume, depending on the type of operation, the past environmental compliance history of the applicant, and if the applicant does not currently operate any solid waste management facilities in North Carolina. After the SW Section has approved the cost estimate, the financial assurance mechanism must be submitted soon after the permit is issued and/or before the site becomes operational.

### **Section 6 – Signature Pages**

1. Applicant signature page (see attached).
2. Certification by operator if different from applicant (see attached).
3. Certification by land owner if different from applicant (see attached).

### **Section 7 – Engineering Drawings**

Engineering drawings should be included for a new permit application or for a permit application with proposed construction modifications. Engineering drawings should be prepared and sealed by a NC professional engineer, drawn to scale, and include, **as applicable**, the following:

1. Existing and proposed contours
2. Property boundaries
3. Gates/fences or other access control features
4. Utilities (including – sewer and stormwater)
5. Existing and proposed roads
6. Sedimentation basin details
7. Existing surface water features (ditches, ponds, streams, wetlands, etc.)
8. Waste loading and unloading area
9. Tipping and sorting areas
10. Storage areas indicating material stored and types and sizes of containers
11. Leachate and runoff collection details
12. Buildings (existing and proposed) and scales/scale house
13. Concrete foundations/pads and all other ground cover for the site operation
14. Distances to wells, residences, wetlands, and water bodies
15. Other physical characteristics of the site

All sides of storage areas for flammable materials/waste should be clear and drivable, to provide vehicular access in the event of a fire.

**Applicant Signature Page**

Name of facility \_\_\_\_\_

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision and that the information provided in this application is true, accurate, and complete to the best of my knowledge.

I understand that North Carolina General Statute 130A-22 provides for administrative penalties of up to fifteen thousand dollars (\$15,000.00) per day per each violation of the Solid Waste Management Rules. I further understand that the Solid Waste Management Rules may be revised or amended in the future and that the facility siting and operations of this solid waste management facility will be required to comply with all such revisions or amendments.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Business or organization name

**Certification by Operator (if different from Applicant)**

Name of facility \_\_\_\_\_ has an agreement with the processing facility owner to operate a processing operation on the land and the land owner has specifically granted permission for the operation of the facility. I understand that both the operator and owner are jointly and severally liable for improper operations and proper closure of the Processor operation.

I understand that North Carolina General Statute 130A-22 provides for administrative penalties of up to fifteen thousand dollars (\$15,000.00) per day per each violation of the Solid Waste Management Rules. I further understand that the Solid Waste Management Rules may be revised or amended in the future and that the facility siting and operations of this solid waste management facility will be required to comply with all such revisions or amendments.

_____ Signature	_____ Print Name	_____ Date
_____ Title		
_____ Business or organization name		

NORTH CAROLINA

\_\_\_\_\_ County

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that \_\_\_\_\_ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the \_\_\_ day of \_\_\_\_\_, 20\_\_.

(Official Seal)

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_, 20\_\_

**Certification by Land Owner (if different from Applicant)**

I hereby certify that I have read and understand the application submitted by \_\_\_\_\_ for a permit to operate a solid waste processing facility on land owned by the undersigned located at (address) \_\_\_\_\_; (city) \_\_\_\_\_, NC, in \_\_\_\_\_ County, and described in Deed Book and Page(s) \_\_\_\_\_.

I specifically grant permission for the proposed processing facility planned for operation within the confines of the land, as indicated in the permit application. I understand that any permit will be issued in the names of both the operator and the owner of the facility/property. I acknowledge that ownership of land on which a solid waste management facility is located may subject me to cleanup of said property in the event that the operator defaults as well as to liability under the federal Comprehensive Environmental Responsibility, Compensation and Liability Act ("CERCLA"). Without accepting any fault or liability, I recognize that ownership of land on which a solid waste management facility is located may subject me to claims from persons who may be harmed in their persons or property caused by the solid waste management facility.

I am informed that North Carolina General Statute 130A-22 provides for administrative penalties of up to fifteen thousand dollars (\$15,000) per day per each violation of the Solid Waste Management Rules. I understand that the Solid Waste Management Rules may be revised or amended in the future, and that the siting and operation of the facility will be required to comply with any such revisions or amendments.

_____	_____	_____
Signature	Print Name	Date
_____	_____	
Title	Business or organization name	

NORTH CAROLINA  
\_\_\_\_\_ County

I, \_\_\_\_\_, a Notary Public for said County and State, do hereby certify that \_\_\_\_\_ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the \_\_\_ day of \_\_\_\_\_, 20\_\_.

(Official Seal)

Notary Public \_\_\_\_\_

My commission expires \_\_\_\_\_, 20\_\_