## Tab 1

# Construction and Demolition Debris License Application

Pursuant to OAC Rule 3745-37-01, no person shall establish, operate, maintain, or modify a construction and demolition debris facility without a C&DD facility license.

- $ Each person proposing to open a new C&DD facility or modify an existing C&DD facility shall, at least ninety (90) days before the proposed operation, submit two copies of an application for a license to the licensing authority.
- $ Each person proposing to continue operation of an existing C&DD facility beyond December 31, shall, in accordance with OAC Rule 3745-37-02(D)(3), submit two copies of a license application to the licensing authority by September 30.

When the license is issued, one of the two copies will be returned to the applicant. A health department, issuing the license, will complete the Certification Transmittal Form and send it with photocopies of the issued license and Form CDDL-001 to the Ohio Environmental Protection Agency (Ohio EPA).

## Contents of Application Package


Tab 1 License Application Form CDDL-001

Tab 2 Ground Water Monitoring Report (Optional)

Tab 3 Facility Design Plan - Site Characterization Report

Tab 4 Facility Design Plan - Facility Construction Design Plan

Tab 5 Facility Design Plan - Facility Construction Design Plan (Continued)

Tab 6 Facility Design Plan - Final Cap System Design Plan

Tab 7 Facility Design Plan - Ground Water Monitoring Well System Plan

Tab 8 Letter from Local Fire Department

Tab 9 Debris Placement Plan

Tab 10 Pre-Acceptance Debris Screening Program Narrative (Optional)

Tab 11 Delineation and Remaining Life

Tab 12 Final Closure and Post-Closure Care Cost Estimates and Financial Assurance Documents

Tab 13 Five Year Transition for Final Closure and Post-Closure Care


# License Application Form CDDL-001

**(with CERTIFICATION TRANSMITTAL FORM for licensing authority)**

For every license renewal application and modification application, Form CDDL-001 must be signed, dated, and resubmitted under Tab 1. Other parts of the license application that are not changing need not be resubmitted; simply indicate on the appropriate tab. All tabs should be filled out and submitted.

| **Major Components** | **Applicant Use Only** | **HD/OEPA Use Only** | |
|---|---|---|---|
| | Check Y if submitted in this application | Applicant signature present? | Application complete? |
| T License Application Form CDDL-001 | | | |

**Comments (for licensing authority use):**

DRAFT

## Tab 2

# GROUND WATER MONITORING REPORT (Optional)

Pursuant to OAC Rule 3745-400-09(B), facilities not meeting all of the specified conditions must monitor the quality of the ground water. In accordance with OAC Rule 3745-400-11(R)(3), new facilities shall implement the ground water monitoring program in accordance with OAC Rule 3745-400-10 prior to accepting debris for disposal. AImplement@ means to install the ground water monitoring system and begin sampling.

The Ground Water Monitoring Report with ground water monitoring information [OAC Rules 3745-400-10(B)and (C)] is **NOT** required to be submitted with the annual license application. However, it **IS** required to be submitted annually to the licensing authority by September 30th of each year. Although it is not required to be submitted with the application, **COMPLIANCE WITH THESE ITEMS IS CONSIDERED BY THE LICENSING AUTHORITY PRIOR TO ISSUANCE OF A LICENSE RENEWAL.**

If the applicant chooses to include a Ground Water Monitoring Report with this application, the report and related information should be placed behind this tab. The Ground Water Monitoring Report must be certified by a qualified ground water scientist (QGWS).

| **Report submitted annually to the licensing authority.** ***OAC Rule 3745-400-10(B)*** | **Applicant Only**<br>Check Y if submitted within this application or note date when submitted during the past year | **HD/OEPA Use Only**<br>QGWS certification present? |
|---|---|---|
| Report shall include the following major components: | | |
| T Ground water monitoring data<br>*OAC Rule 3745-400-10(B)(1)* | | |
| T Map of ground water elevations<br>*OAC Rule 3745-400-10(B)(3)* | | |
| T Documentation of well system capability<br>*OAC Rule 3745-400-10(B)(4)* | | |
| T Documentation of changes to well system<br>*OAC Rule 3745-400-10(B)(5)* | | |
| T Qualifications of certifying QGWS<br>*OAC Rule 3745-400-10(B)(6)* | | |
| **Special Major Component** | Check Y if submitted within this application or note license year last submitted | QGWS certification present? |
| * Sampling and analysis procedures used<br>*OAC Rule 3745-400-10(B)(2)* | | |

* A narrative of sampling and analysis procedures used shall be submitted with the initial report, however; only amendments to the submitted plan need to be submitted with each subsequent report. This component shall be referenced back to the previous year=s license application or ground water report. Major Components (1-5) shall all be submitted within each annual ground water report.

**Comments (for licensing authority use):**

DRAFT

## Tab 3

# FACILITY DESIGN PLAN
## Site Characterization Report

OAC Rule 3745-37-02(E)(1) sets forth the requirement that a C&DD license application must include the Site Characterization Report portion of the facility design plan meeting the criteria of OAC Rule 3745-400-07(A)(1). The content of the Site Characterization Report is outlined in OAC Rule 3745-400-09(C). The purpose of the Site Characterization report is to have a qualified ground water scientist (QGWS) provide documentation that the standards established in OAC Rule 3745-400-06⊥ (prohibited locations), OAC Rule 3745-400-09(A) (liner), and OAC Rule 3745-400-09(B) (ground water monitoring) are met and that the ground water monitoring system is capable of determining the quality of the ground water under the facility. The Report shall be submitted once unless the hydrogeologic investigation is conducted in phases or new licensed disposal area is added. If new licensed disposal area (active and/or inactive areas) is added, then a revised Site Characterization Report describing the proposed new disposal area must be submitted ninety (90) days prior to use of the increased area. **Please see footnote below**.

| Major Components | Applicant Use Only | | HD/OEPA Use Only | |
|---|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | QGWS signature present? | Application complete? |
| Site Characterization Report - *OAC Rule 3734-400-09(C)* | | | | |
| T Will the hydrogeologic investigation be conducted in phases? **9 yes 9 no**<br>(Note: only facilities that meet the standards in OAC Rule 3745-400-09(A) can conduct the hydrogeologic investigation in phases)<br>If yes, each phase must be described<br>*OAC Rule 3745-400-09(C)(1)* | | | Not Required | |
| T Ground Water Scientist Qualification/Documentation<br>*OAC Rule 3745-400-09(C)(2)* | | | Not Required | |
| Final Summary - *OAC Rule 3745-400-09(C)(3)* | | | | |
| T Are standards established by OAC Rule 3745-400-06⊥ and Section 3, paragraph C of Amended Substitute HB 397 (126th General Assembly) met? | | | | |
| T Are standards established by OAC Rule 3745-400-09(A) (liner) met? | | | | |
| T Are standards established by OAC Rule 3745-400-09(B) (ground water monitoring) met? | | | | |
| T Publicly available information supporting the final summary<br>*OAC Rule 3745-400-09(C)(4)* | | | Not Required | |
| T Site specific hydrogeologic information to support final summary *OAC Rule 3745-400-09(C)(5)* | | | Not Required | |

*⊥ The location prohibitions described in OAC Rule 3745-400-06 do not apply to a facility operating or under construction on July 24, 1990, or to the expansion of such a facility onto contiguous land owned by the facility owner or operator when the initial license application was submitted.*

**Comments (for licensing authority use):**

DRAFT

**Tab 4**

# FACILITY DESIGN PLAN
## Facility Construction Design Plan

OAC Rule 3745-37-02(E)(1) sets forth the requirement that a C&DD license application must include the facility design plan outlined in OAC Rule 3745-400-07(A)(2). The facility construction design portion of the facility design plan is outlined in OAC Rule 3745-400-07(F). The facility construction design plan shall be signed and sealed by a professional engineer (P.E.), registered in Ohio.

| Major Components | Applicant Only | | HD/OEPA Use Only | |
|---|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | P.E. signature and seal present? | Application complete? |
| T Cover Sheet<br>*OAC Rule 3745-400-07(F)(1)* | | | | |
| T Facility Environs (Plans)<br>*OAC Rule 3745-400-07(F)(2)* | | | | |
| T Facility Plan Drawings<br>*OAC Rule 3745-400-07(F)(3)* | | | | |
| T Cross Sections<br>*OAC Rule 3745-400-07(F)(4)* | | | | |

**Comments (for licensing authority use):**

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# FACILITY DESIGN PLAN

## Facility Construction Design Plan (Continued)

OAC Rule 3745-37-02(E)(1) sets forth the requirement that a C&DD license application must include the facility design plan outlined in OAC Rule 3745-400-07(A)(2). The facility construction design portion of the facility design plan is outlined in OAC Rule 3745-400-07(F). The facility construction design plan shall be signed and sealed by a professional engineer (P.E.), registered in Ohio.

| **Major Components** | **Applicant Only** | | **HD/OEPA Use Only** | |
|---|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | P.E. signature and seal present? | Application complete? |

Detail Drawings *OAC Rule 3745-400-07(F)(5)*

| | | | | |
|---|---|---|---|---|
| T (a) Recompacted Soil Liner | | | | |
| T (b) Added Geologic Material | | | | |
| T (c) Leachate Collection System Elements | | | | |
| T (d) Soil Barrier Layer | | | | |
| T (e) Permanent Ground Water Control Structures | | | | |

| | | | | |
|---|---|---|---|---|
| T Design Calculations<br>*OAC Rule 3745-400-07(F)(6)* | | | | |

**Comments (for licensing authority use):**

DRAFT

## Tab 6

# FACILITY DESIGN PLAN
## Final Cap System Design Plan

OAC Rule 3745-37-02(E)(1) sets forth the requirement that a C&DD license application must include the final cap system design plan portion of the facility design plan meeting the criteria of OAC Rule 3745-400-07(A)(3). The content of the final cap system design plan is outlined in OAC Rule 3745-400-07(G). The information under this tab must be signed and sealed by a professional engineer (P.E.), registered in Ohio.

| **Major Components** | **Applicant Only** | | **HD/OEPA Use Only** | |
|---|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | P.E. signature and seal present? | Application complete? |
| The Facility *OAC Rule 3745-400-07(G)(1)* | | | | |
| T (a) Final grade of limits of debris placement | | | | |
| T (b) Final grade including cap system and surface drainage structures | | | | |
| T(c) Designation of the required cap system types within the limits of debris placement | | | | |
| T (d) Planned end use - for informational purposes only | | | | |
| Detail Drawings *OAC Rule 3745-400-07(G)(2)* | | | | |
| T (a) Standard cap system | | | | |
| T (b) Vegetative cap system (if used) | | | | |
| Soil Erosion Calculations *OAC Rule 3745-400-07(G)(3)* | | | | |
| T Soil erosion calculation | | | | |

**Comments (for licensing authority use):**

DRAFT

**Tab 7**

# FACILITY DESIGN PLAN
## Ground Water Monitoring Well System Plan

OAC Rule 3745-37-02(E)(1) sets forth the requirement that a C&DD license application must include the ground water monitoring well system plan portion of the facility design plan, as stated in OAC Rule 3745-400-07(A)(4), meeting the criteria of OAC Rule 3745-400-10. A ground water monitoring well system, as described in OAC Rule 3745-400-10(A) is **required** for a facility disposing of debris on or after September 30, 1996, **unless all of the conditions under OAC Rule 3745-400-09(B) are met**. Information under this tab must be certified by a qualified ground water scientist(QGWS).

| Major Components | Applicant Only | | HD/OEPA Use Only | |
|---|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | QGWS certification present? | Application complete? |
| Ground Water Monitoring Well System *OAC Rule 3745-400-10(A)* | | | | |
| T Well system monitors first continuous significant zone of saturation underlying the facility<br>*OAC Rule 3745-400-10(A)(1)* | | | | |
| T Wells collect ground water samples representative of ground water quality in the unit being monitored<br>*OAC Rule 3745-400-10(A)(2)* | | | | |
| T Construction certification report for installed monitoring wells<br>*OAC Rule 3745-400-10(A)(3)* | | | | |

The Ground Water Monitoring Report with ground water monitoring information [OAC Rules 3745-400-10(B)and (C)] is **NOT** required to be submitted with the annual license application. However, it **IS** required to be submitted annually by September 30 of each year to the licensing authority. Although it is not required to be submitted with the application, **COMPLIANCE WITH THESE ITEMS MAY BE CONSIDERED BY THE LICENSING AUTHORITY PRIOR TO ISSUANCE OF A LICENSE RENEWAL.** If the applicant chooses to include a Ground Water Monitoring Report with this application, the report and related information should be placed behind **Tab 2**.

**Comments (for licensing authority use):**

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**Tab 8**

# FIRE DEPARTMENT LETTER

OAC Rule 3745-37-02(E)(2) sets forth the requirement that a C&DD license application must include a letter from the local fire department. This letter is only required to be submitted as part of the initial license application.

| Major Components | Applicant Only | | HD/OEPA Use Only |
|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | Application complete? |
| *OAC Rule 3745-37-02(E)(2)* | | | |
| T A letter from the local fire department stating that the department will respond to fires at the facility | | | |

**Comments (for licensing authority use):**

DRAFT

**Tab 9**

# DEBRIS PLACEMENT PLAN

OAC Rule 3745-37-02(E)(7) sets forth the requirement that a C&DD license application must include the debris placement plan, prepared by a professional engineer (P.E.), registered in Ohio.

| Major Components | Applicant Only | | HD/OEPA Use Only | |
|---|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | P.E. signature and seal present? | Application complete? |
| T Facility operation plan drawing(s)<br>*OAC Rule 3745-37-02(E)(7)(a)* | | | | |
| T Surface water run-on & run-off control structures<br>*OAC Rule 3745-37-02(E)(7)(b)* | | | | |
| T Is the facility using unloading zone pursuant to OAC Rule 3745-400-11(F)(3)?<br>**9 yes 9 no**<br><br>T If no, a pre-acceptance debris screening program in place of an unloading zone is **required**. [Refer to OAC Rule 3745-37-02(E)(7)(c) and OAC Rule 3745-400-11(F)(3)]<br><br>NOTE: PLACE ALL INFORMATION REGARDING THE FACILITY'S PRE-ACCEPTANCE DEBRIS SCREENING PROGRAM BEHIND TAB # 10. | | | | |
| T Plan drawings showing the horizontal limits of any soil barrier layer for construction over placed debris (for facilities operating or under construction as of September 30, 1996).<br>*OAC Rule 3745-37-02(E)(7)(d)* | | | | |

**Comments (for licensing authority use):**

DRAFT

## Tab 10

# PRE-ACCEPTANCE DEBRIS SCREENING PROGRAM NARRATIVE (Optional)

OAC Rule 3745-400-11(F)(3) states that the owner or operator shall deposit incoming loads of debris at a designated unloading zone, unless the owner or operator has received approval of and has implemented a pre-acceptance debris screening program at the facility. If the owner or operator is implementing a pre-acceptance debris screening program that has been approved by the licensing authority through the license application, the owner or operator is not required to establish an unloading zone. The content of the pre-acceptance debris screening program is outlined in OAC Rule 3745-37-02(E)(7)(c).

| Major Components | Applicant Only | | HD/OEPA Use Only |
|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | Application Complete? |
| *OAC Rule 3745-37-02(E)(7)(c)(i)* Procedures for recording and maintaining records of the following: | | | |
| T Generator identification | | | |
| T Source of the debris | | | |
| T Types of debris in the load including affirmation that the load does not contain prohibited materials | | | |
| T Whether the debris arrives at the facility unprocessed or processed (e.g., shredded) | | | |
| T Written verification by the generator of each load of debris stating answers to all of the information required above | | | |
| *OAC Rule 3745-37-02(E)(7)(c)(ii)* Description of procedures and personnel responsible for determining waste acceptance and for documenting decisions concerning waste acceptance. | | | |
| T (a) Procedures for conducting random inspections of incoming loads with visual observation of the load to identify prohibited materials | | | |
| T (b) Procedures to be utilized upon discovery of prohibited materials | | | |
| T (c) Procedures for recording the incidence of discovery of prohibited materials and measures taken in response to each incident | | | |
| T (d) Procedures for training personnel conducting waste review and inspection activities | | | |

**Comments (for licensing authority use):**

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**Tab 11**

# DELINEATION OF ALDA, ILDA, UNFILLED AREAS, ACREAGE, AND REMAINING LIFE OAC Rules 3745-37-02(E)(3), (E)(4), and (E)(5)

OAC Rules 3745-37-02(E)(3) and (E)(4) set forth the requirements that a C&DD license application must include the delineation and acreage of the proposed active licensed disposal area (ALDA), the proposed inactive licensed disposal area (ILDA), and for facilities operating or under construction as of September 30, 1996, the unfilled areas as of September 30, 1996, where debris has been placed after that date and where liner or leachate collections system installation has been delayed. OAC Rule 3745-37-02(E)(5) sets forth the requirement that a C&DD license application must include the remaining life of the facility in years.

| **Major Components** | **Applicant Only** | | | **HD/OEPA Use Only** |
|---|---|---|---|---|
| | Delineation on Plan Drawing | | Total Acreage Designated pursuant to OAC Rule 3745-37-02(E)(4) | Application Complete? |
| | T yes | T no | | |

Proposed Active Licensed Disposal Area (ALDA)
*OAC Rule 3745-37-02(E)(3)(a)*

| | | | | |
|---|---|---|---|---|
| T Delineation of ALDA on a plan drawing meeting the specifications of OAC Rule 3745-400-07(F)(2) | | | _____ACRES | |
| If you choose to delay the funding of final closure in accordance with OAC Rule 3745-400-13(A)(2), delineate the unconstructed ALDA on a plan drawing meeting the specifications of OAC Rule 3745-400-07(F)(2) | | | _____ACRES | |

Proposed Inactive Licensed Disposal Area (ILDA)
*OAC Rule 3745-37-02(E)(3)(b)*

| | | | | |
|---|---|---|---|---|
| T Delineation of ILDA on a plan drawing meeting the specifications of OAC Rule 3745-400-07(F)(2) | | | _____ACRES | |

Remaining Life
*OAC Rule 3745-37-02(E)(5)*

| | | |
|---|---|---|
| T For informational purposes only, provide in years, the remaining life of the facility | ***ESTIMATED REMAINING LIFE*** _____ YEARS | |

**Comments (for licensing authority use):**

DRAFT

**Tab 12**

# FINAL CLOSURE AND POST-CLOSURE CARE COST ESTIMATES AND FINANCIAL ASSURANCE DOCUMENTS

OAC Rule 3745-37-02(E)(6) sets forth the requirement that a C&DD license application must include all financial assurance documents required by OAC Rule 3745-400-13. A combination of financial assurance documents may be used. Original financial assurance documents must be signed and funded within thirty (30) days of the issuance of the license in accordance with OAC Rule 3745-400-13(A)(4). The final closure and post-closure care cost estimates can be calculated using Ohio EPA's C&DD Financial Assurance Cost Estimating form which can be found online at http://www.epa.ohio.gov/portals/34/document/general/CDD%20FACE.draft.xlsx. Complete the worksheet below.

| Major Components | Applicant Only | | HD/OEPA Use Only |
|---|---|---|---|
| | Check Y if submitted in this application | If not within, note for license year last submitted | Application complete? |
| **T** All financial assurance documentation required by OAC Rules 3745-400-13 and 3745-400-18 | | | |

## FINANCIAL ASSURANCE CALCULATION WORKSHEET

**Table A: Required financial assurance for final closure**

| Parameter | Area (to nearest 1/10 acre) | Cost Estimate |
|---|---|---|
| Total ALDA | | **1** |
| Constructed ALDA | | **2** |
| Unconstructed ALDA | | |

☐ **Check here if you choose to fund the total ALDA. Fund the amount in box 1 and use in table C.**

☐ **Check here if you choose to delay funding of unconstructed ALDA until submittal of the closure certification report. Fund the amount in box 2 and use in table C.**

**Table B: Required financial assurance for post closure care**

| Parameter | Area (to nearest 1/10 acre) | Cost estimate |
|---|---|---|
| All areas with debris (filled and capped ILDA, ALDA containing debris, and construction certified ALDA) | | **3** |

**Table C: Total required financial assurance for facility**

| | | |
|---|---|---|
| Financial assurance instruments must cover at least this amount | (box 1 or box 2) + box 3 | |

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**All facilities** must fund at 100% of cost estimates within thirty (30) days of license issuance pursuant to OAC Rule 3745-400-13(A)(2) unless the owner or operator has chosen the five year transition in accordance with OAC Rule 3745-400-25. See Tab 13 for more information on the five year transition period.

**Comments (for licensing authority use):**

DRAFT

**Tab 13**
**FOR 2013 LICENSE YEAR ONLY**

# FIVE YEAR TRANSITION FOR FINAL CLOSURE AND POST-CLOSURE CARE

OAC Rule 3745-400-25 provides an owner or operator of a construction and demolition debris facility a choice to be subject to the five year transition for funding a portion of final closure and post-closure care financial assurance in lieu of full funding required by OAC Rule 3745-400-13(A)(2) and OAC Rule 3745-400-18(A)(2) of the Administrative Code. Complete the worksheet below.

| Base ALDA Acreage* |
|---|
| |

*This is the base ALDA identified for the five year transition period

**Table A: Transition final closure financial assurance**

| Parameter | Required Financial Assurance (FA) | Rule Citations |
|---|---|---|
| **Transition period final closure cost estimate (2013 FA)** | **1** | **3745-400-25(C)(1)** |
| **Reference final closure financial assurance (2012 FA amount)** | **2** | **3745-400-25(C)(3)** |
| **Final closure transition amount [.20 x (box 1 – box 2)]** | **3** | **3745-400-25(C)(4)(a)** |

**Table B: Transition post-closure financial assurance**

| Parameter | Required Financial Assurance (FA) | Rule Citations |
|---|---|---|
| **Transition period post-closure cost estimate** | **4** | **3745-400-25(D)(1)** |
| **Post-closure care transition amount (.20 x box 4)** | **5** | **3745-400-25(D)(2)(a)** |

**Table C: Total required transition financial assurance for facility**

| | | |
|---|---|---|
| Financial assurance instrument(s) must cover at least this amount [OAC Rule 3745-400-25(E)] | box 2 + box 3 + box 5 = | |

I declare my intention to utilize the five year transition period described in OAC Rule 3745-400-25 and to comply with this rule. I have sufficient licensed disposal area to maintain operation throughout the five year transition.

I affirm that all statements or assertions of fact made in this tab are true and complete, comply fully with applicable state requirements, and shall subject the signatory to liability under applicable state laws concerning the submittal of false or misleading statements. The signatures shall constitute an agreement that the signatories shall assume responsibility for compliance with Chapter 3714. of the Revised Code and Chapters 3745-400 and 3745-37 of the Administrative Code.

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Signature of Applicant (per OAC Rule 3745-37-02 must be **owner** or **operator** of facility)

Printed or Typed Name of Applicant

Title

Date

**Comments (for licensing authority use):**

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