

CLASS I SOLID WASTE COMPOSTING FACILITY PERMIT TO INSTALL APPLICATION

Submittal Procedure

Three copies of the application are needed for distribution if the application is approved. The standard procedure is to submit two copies to Central Office and one copy send to the board of health of the health district where the facility will be located.

In accordance with OAC Rule 3745-560-100(G) of the Administrative Code, concurrent to submitting the Permit to Install application, the applicant must:

Submit a disclosure statement to the Office of the Attorney General as required in ORC Sections 3734.40 and 3734.43 and OAC Rule 3745-560-100(G)(1)

Submit letters of intent in accordance with OAC Rule 3745-560-100(G)(2)

Submit to the Division of Air Pollution Control and to the Division of Surface Water of the Ohio EPA, written notification of intent to site a solid waste composting facility and a written request for information pertaining to any regulatory requirements under Chapter 3704 or Chapter 6111 of the Revised Code.

Content/Formatting requirement

All Permit to Install applications must contain the information required and in the format prescribed by OAC Rule 3745-560-100.

Facility Information

Facility Name		Phone	
Physical Address			
City		State	Zip
County			

Type of Application (Check all that apply)

<input type="checkbox"/> New Facility
<input type="checkbox"/> Modification of existing facility → Original approval date
<input type="checkbox"/> Design change
<input type="checkbox"/> Change in operation
<input type="checkbox"/> Change in Authorized Maximum Daily Waste Receipt (AMDWR)
<input type="checkbox"/> Other (Specify)

Permittee

Company Name			
Mailing Address			
City		State	Zip
Contact Person	Email		Phone

Facility Operator

Company Name			
Mailing Address			
City		State	Zip
Contact Person	Email		Phone

Landowner

Name			
Mailing Address			
City		State	Zip
Contact Person	Email		Phone

Plan preparer

Company Name			
Mailing Address			
City		State	Zip
Contact Person	Email		Phone

Information to be shown on plans and/or submitted with plans

OAC Rule 3745-560-100 Paragraph	Content	Plan Drawing #	Narrative Page #
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Engineering Plan Cover Sheet

(C)(1)(A)	Name of the composting facility		
(C)(1)(b)	Geographical location of the facility shown on a USGS 7.5 minute (topographic) map		
(C)(1)(c)	Name and address of the applicant and facility operator		
(C)(1)(d)	Name and address of each landowner		
(C)(1)(e)	Name, address and telephone number of person who prepared plans		
(C)(1)(f)	Index of plan sheets		

Detailed Facility Construction and Operation Information

(C)(2)(a)	Property lines of land owned or leased for facility
(C)(2)(b)	Direction of prevailing winds each season
(C)(2)(c)	Traffic patterns, including on-site access roads
(C)(2)(d)	Cross sections and construction materials of all surfaces and facilities on or in which solid wastes will be placed prior to, during, or after composting
(C)(2)(e)	Runoff control structures, sedimentation ponds, and layout of leachate management structures
(C)(2)(f)	Facility boundary
(C)(2)(g)(i)	Location of materials placement areas for composting operations

OAC Rule 3745-560-100 Paragraph	Content	Plan Drawing #	Narrative Page #
Detailed Facility Construction and Operation Information (con't.)			
(C)(2)(g)(ii)	Location of materials placement areas for storage of feedstocks, bulking agents, or additives		
(C)(2)(g)(iii)	Location of materials placement areas for storage of compost product		
(C)(2)(h)	Location of maintenance buildings, weighing facilities, storage buildings and other structures		
(C)(2)(i)	Roads, railroads, and occupied structures		
(C)(2)(j)	Location of fencing, gates, and natural or other screening on site		
(C)(2)(k)	The north arrow		

Siting criteria items located within facility boundaries and within 1,000 feet beyond facility boundaries			
(C)(3)(a)	Property lines of land owned or leased for facility		
(C)(3)(b)	Facility boundary		
(C)(3)(c)	Public roads, railroads, and structures		
(C)(3)(d)	Existing topography showing surface waters of the state		
(C)(3)(e)	Existing domiciles		
(C)(3)(f)	Leachate management structures		
(C)(3)(g)	Limits of one hundred year floodplain		
(C)(3)(h)	National park, national recreation areas, etc.		
(C)(3)(i)	State nature preserves, state wildlife areas, etc.		
(C)(3)(j)	Existing public water supply wells, developed springs, or private potable water supply		
(C)(3)(k)	The north arrow		

Surface and ground water management information located within facility boundaries and within 500 feet beyond facility boundaries			
(C)(4)(a)	Property lines of land owned or leased for facility		
(C)(4)(b)	Description of existing flow direction and points of concentration of surface water		
(C)(4)(c)	Existing topography showing surface waters of the state		
(C)(4)(d)	Proposed topography of site with contour lines that shall have an interval no greater than five feet		
(C)(4)(e)	Existing public and private water system drinking water supply wells		
(C)(4)(f)(i)	Drainage plans showing grades		
(C)(4)(f)(ii)	Drainage plans showing swales, streams, and existing or proposed diversion trenches		
(C)(4)(f)(iii)	Drainage plans showing existing or proposed special drainage devices to be used for control of surface erosion		
(C)(4)(g)	The north arrow		

OAC Rule 3745-560-100 Paragraph	Content	Plan Drawing #	Narrative Page #
Narrative Report—General Operational Information			
(D)(1)(a)	Authorized maximum daily waste receipt		
(D)(1)(b)	Equipment to be used in the operation and maintenance of the facility		
(D)(1)(c)	Waste processing rate, performance capabilities, and principal specifications of each piece of powered equipment used at the facility		
(D)(1)(d)	Maximum capacity and type of each container used, if applicable, to store solid wastes at the facility		
(D)(1)(e)	Maximum available capacity of the facility including area measurements for all stages of composting		
(D)(1)(f)	Proposed hours of operation		
(D)(1)(g)	Methods of loading and unloading materials that will be removed from facility		
(D)(1)(h)	Traffic patterns within facility boundaries		
(D)(1)(i)	Maximum and average force in psi that will be exerted on floor of facility		

Narrative Report—Composting Operational Information			
(D)(2)(a)	Identification of the sources, composition, and estimated quantity of solid waste by type of feedstock, bulking agents, or additive to be used for composting		
(D)(2)(b)	Materials flow diagram for the facility		
(D)(2)(c)	Procedures, frequency, and sequence of processes and steps involved in converting solid waste to compost		
(D)(2)(d)	Percentage of mixture of the feedstock, bulking agent, and additive and the resulting carbon to nitrogen ratio		

Narrative Report—Control Measures			
(D)(3)(a)(i)&(ii)	Collection, containment, recirculation, treatment, removal, disposal and prevention of generation of leachate and how leachate will be prevented from entering surface or ground water including either direct discharge to approved treatment facility or leachate conveyance, recirculation and storage structures and systems		
(D)(3)(b)(i)&(ii)	Collection, containment, recirculation, treatment, removal, disposal and prevention of generation of surface water runoff and how runoff will be prevented from entering surface or ground water including either direct discharge to approved treatment facility or surface water conveyance, recirculation and storage structures and systems		
(D)(3)(c)	Prevention of vectors reaching solid wastes		
(D)(3)(d)	Measures used to control fire, dust, scavenging, erosion, and blowing debris		
(D)(3)(e)	Inspection procedures for incoming wastes to prevent and manage prohibited materials		
(D)(3)(f)	Inclement weather operation procedures		
(D)(3)(g)	Salvaging procedures, if any		
(D)(3)(h)	Odor management plan		

OAC Rule 3745-560-100 Paragraph	Content	Plan Drawing #	Narrative Page #
Copies of letters of intent			
(G)(1)	Applicable disclosure statement requirements in ORC Chapter 3734.		
(G)(2)(a)	Local governments		
(G)(2)(b)	Solid waste management districts		
(G)(2)(c)	Any easement holders		
(G)(2)(d)	Local zoning authority		
(G)(2)(e)	Any bordering park system administrator		
(G)(2)(f)	Any bordering conservancy district administrator		
(G)(2)(g)	Fire department		
(G)(2)(h)	Ohio EPA's Division of Air Pollution Control, Division of Surface Water, and the Division of Drinking and Ground Water		

Financial Assurance Information

(A)(3)	Financial assurance executed in the amount of the closure cost estimate established in accordance with OAC Rule 3745-560-05		
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Other Information

(B)(3)	Proof of property ownership or lease agreement		
(B)(5)	Notarized statement signed by applicant		