



Class III Camp Permit Application

Alaska Department of Environmental Conservation
Solid Waste Program

ADEC Office Only:
 Facility Name: _____
 Authorization #: _____

Instructions:

This application is for a new permit or permit renewal for a Class III Landfill for a remote work camp or lodge to accept no more than 1 ton of ash from incinerated municipal solid waste (all food waste and other burnable materials), and a total of less than 5 tons of waste annually. The facility must not be connected by road to a Class I MSWLF, or greater than 50 miles from the nearest Class I MSWLF.

In the application, the term **“facility”** refers to all land, structures, other appurtenances, and improvements on land used for treatment, storage, or disposal of solid waste.

If a required item is not applicable, please explain why. Include all the applicable information for each item regardless if it has been previously submitted.

For a new facility or significant change to an existing facility, prepare a draft application with a list of any questions, and schedule a meeting with the local ADEC office.

Section 1. Property Information

Facility Name:

Facility Address:

City:

Zip:

Legal Property Description:

Section:

Township:

Range:

Meridian:

General Property Description:

Latitude:

Longitude:

Landowner:

Contact Name:

Address:

City:

State:

Zip:

Email:

Phone:

Section 2. Contact Information

Permit Applicant (Co. or Entity):

Contact Name:

Address:	City:	State:	Zip:
Email:	Phone:		
Type of Entity:	Government	Corporation	Other:
State of Incorporation or Registration:		Alaska Business License Number:	
IRS Tax ID Number:			

Facility Owner (if different than applicant):

Contact Name:

Address:	City:	State:	Zip:
Email:	Phone:		

Facility Operator (if different than applicant):

Contact Name:

Address:	City:	State:	Zip:
Email:	Phone:		

Agent/Consultant:

Contact Name:

Address:	City:	State:	Zip:
Email:	Phone:		

Section 3. Fees
 A check or money order for the appropriate fees [listed in 18 AAC 60.700(a) Table E-1] must be submitted with the permit application. If not included, the application will be returned to the applicant.

Submit payment for the first year's annual fee with the initial application for a facility. No application fee is required for permit renewal applications; annual fees will be billed each year.

You will be billed separately for time spent reviewing waiver requests.

This application is for a:	New Permit	Permit renewal
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Section 4. Cover Letter and Certifications

A cover letter must be provided with the application and must include the following information and signature.

1.	A statement indicating you wish to obtain a permit for a Class III Camp Landfill.
2.	Evidence showing that the proposed facility meets the requirements for a Class III Camp Landfill.
3.	A brief general description of the topography, geology, climate, surface hydrology and groundwater hydrology at the facility.
4.	A statement that you are aware of all applicable local ordinances and zoning requirements and a list of any other necessary permits or authorizations.
5.	The applicant must sign the cover letter.
6.	The applicant must submit the following signed statement, which may be added exactly as shown in the box below to the cover letter, or the applicant may sign this sheet and submit it as an attachment to the cover letter.

I certify under penalty of perjury, that all of the information and exhibits in this cover letter and application are true, accurate, and complete.

Printed Name:	Title:
Signature:	Date:

All applications must be signed as follows per 18 AAC 15.030:

- **Corporations:** A principal executive officer, an officer that is no lower than the level of vice president, or a duly authorized representative who is responsible for the overall management of the project or operation.
- **Municipal, state, federal, or other public entity:** A principal executive officer, ranking elected official, or duly authorized employee.
- **Partnerships:** A general partner.
- **Sole proprietorship:** The proprietor.

Section 5. Waste Handling and Processing Information [18 AAC 60.210]

1. **List the approximate quantities of waste you expect to receive at the facility each year:**

<u>Quantity</u>		<u>Waste</u>
Tons	Cubic yds.	
		Ash from MSW
		Construction and Demolition Waste
		Sewage Sludge or Septage
		Commercial Fish Waste
		Commercial Woodwaste
		Other Ash
		Other:
		Other:
		Other:
		TOTAL

2. **Check the type(s) of waste processing done at the facility before waste is disposed:**

Incineration:	Incinerator Model:
Baling	Separation/Segregation
Shredding	Composting
Salvage/Reuse	Dewatering
Other:	Other:

3. **Check the types of waste stored at the facility and disposed or processed at another facility. Identify when the waste is removed each year and where wastes are delivered for procession or disposal.**

<u>Waste</u>	<u>Month Removed</u>	<u>Processing/Disposal Facility</u>
Hazardous Waste		
Used Oil		
Batteries		
Liquid Waste		
Scrap Metal		
Junk Vehicles		
Other:		
Other:		
Other:		

Section 6. Location Information

Please identify the specific attachment page that addressed each requested item

1.	Property Ownership and Location Information [18 AAC 60.210]	<u>Identify Attachment</u>
	a. Attach a copy of the deed or another legal document that identifies the landowner(s) of the facility property.	
	b. If the applicant is not the landowner, attach a written and notarized statement or a copy of any lease agreement signed by the landowner showing that the landowner consents to the facility and placement of a notation to the deed of the property as required by 18 AAC 60.490.	
2.	Surface Water Information [18 AAC 60.210; 18 AAC 60.225; 18 AAC 60.315]	
	a. Distance to nearest surface water body:	feet
	b. Provide information on potential for surface water (storm water or ponds, streams, etc.) to run-on to the facility.	
	c. Provide information on the potential for sediment carried by run-off from the facility to impact nearby surface waters.	
	d. If the facility is located in a floodplain, attach documentation to demonstrate the facility will not restrict the flow of the flood, reduce the temporary storage capacity of the floodplain, and is designed to protect against washout of the solid waste.	
	e. For new facilities or lateral expansion, attach a Wetlands Determination from the U.S. Army Corps of Engineers or information from the National Wetlands Inventory documenting that the facility location is not designated as wetlands. <i>Note: If the new facility or lateral expansion is located in a wetland, you must also complete an ADEC Additional Wetlands Information Form.</i>	
3.	Groundwater Information [18 AAC 60.040; 18 AAC 60.210; 18 AAC 60.217]	
	a. Attach information documenting the highest measured level of groundwater under the facility.	
	b. Annual precipitation:	inches
	c. Source used to determine annual precipitation:	
4.	Permafrost Information (if applicable) [18 AAC 60.210; 18 AAC 60.227; 18 AAC 60.315]	
	a. If the facility is located on permafrost, provide details on why there is not practical alternative to the location.	
	b. If the facility is located in discontinuous permafrost, provide details of what is known regarding the permafrost (e.g. total depth, depth of active zone, areal extent, temperature, etc.).	
5.	Airport Safety [18 AAC 60.210; 18 AAC 60.305; FAA AC 150/5200-33B]	
	a. If the facility is located less than 10,000 feet from any airport used by turbojet aircraft, or less than 5,000 feet from any airport used only by piston-type aircraft, attach a demonstration that the facility is designed and operated so it does not pose a bird hazard to aircraft.	

Section 6. Location Information (continued)

6.	<p>Maps Attach maps and/or aerial photographs as needed to show the following. You may submit maps that show more than one of the required items. For example, one map can show property boundaries, nearest airport, wetland and surface water locations, etc. [18 AAC 60.040; 18 AAC 60.210; 18 AAC 60.310; 18 AAC 60.320]</p>	<u>Identify Attachment</u>
	a. Location of the facility property boundaries.	
	b. Location and flow direction of all surface water bodies, streams, and containment or diversion structures, within 500 feet of the facility property boundaries.	
	c. Location of all drinking water sources within one-half mile of the facility property boundary. There should be no drinking water sources within 500 feet of the facility property boundary.	
	d. Location of the boundary of any wetlands within 500 feet of the facility property boundary.	
	e. Location of the known or inferred boundaries of permafrost or discontinuous permafrost within 500 feet of the facility property boundaries.	
	f. Location of the boundary of any 100-year floodplain in the area.	
	g. Location of any documented earthquake faults or unstable areas within 200 feet of the facility property boundary.	
	h. Distance and direction to the closest portion of an airport runway if it is within 10,000 feet of the facility property boundary.	

Section 7. Facility Design

A complete set of design drawings for the facility must be submitted with the following information. Please ensure that the documentation represents the entire facility.

1.	<p>Facility map(s) which show site conditions, including: [18 AAC 60.210; 18 AAC 60.220; 18 AAC 60.233]</p>	<u>Identify Attachment</u>
	a. All previous, existing and planned disposal areas. The drawings should demonstrate all waste will remain at least 50 feet from the facility property boundary.	
	b. Fences, gates, berms and other access control devices.	
	c. Access roads to and within the facility.	
	d. Storage area(s) for equipment, cover material, etc.	
2.	<p>Plan view drawings with contour lines <u>and</u> cross section drawings that show: [18 AAC 60.210]</p>	
	a. All planned excavations before facility construction.	
	b. All roads, ditches, trenches and berms associated with the facility.	
3.	<p>Construction detail drawings and cross sections that show: [18 AAC 60.210; 18 AAC 60.225]</p>	
	a. Storm water drainage structures, culverts and other surface water control devices.	
4.	<p>Facility Closure Drawings [18 AAC 60.210; 18 AAC 60.390]</p>	
	a. Conceptual drawings of the facility after closure is completed.	

Section 8. Operations Plan

The operations plan should be a separate document that provides sufficient detail and information that the preparer could use it to perform all necessary tasks for day-to-day operation of the facility.

The operations plan is a flexible document that should be reviewed annually and updated as necessary. The following table represents the minimum requirements which must be included. Additional information should be added, as needed, to ensure the facility operates in compliance with all applicable State and Federal and Local Regulations. A copy of the operations plan must be kept at the operating facility.

Please include a reference page and section of the Operations Plan where each item is addressed.

1.	Access control [18 AAC 60.210; 18 AAC 60.220]	<u>page/section</u>
	a. Access to the facility will be controlled, including gates, fences, berms or other means of preventing access; hours of operation; signage; and other control measures.	
	b. Access and onsite roads for facility will be kept passable and safe for vehicles during operating months.	
	c. Prohibited activities, such as target practice or off road vehicle use will be prevented.	
	d. Salvaging practices, if allowed, will not interfere with facility operations, create a safety hazard, or cause pollution.	
2.	Waste acceptance and handling policy [18 AAC 60.210; 18 AAC 60.240; 18 AAC 60.360; 18 AAC 60.365]	
	a. Waste screening procedures to ensure that no prohibited wastes are accepted at the facility.	
	b. Any signage placed at the facility entrance.	
	c. Details of any waste processing procedures that will be applied prior to disposal, including incinerator operations.	
3.	Waste placement plan [18 AAC 60.210; 18 AAC 60.225]	
	a. Details of waste placement and compaction methods for ash and non-burnables.	
	b. The planned progression of the working face, including facility development over the life of the facility (diagrams are acceptable).	
	c. How unstable slopes will be avoided.	
4.	Daily cover plan - Type of cover material(s) that will be used and for each type of cover describe: [18 AAC 60.210; 18 AAC 60.340]	
	a. Where the cover material will be obtained and stored.	
	b. The frequency with which the cover will be applied.	
	c. The depth of cover that will be applied.	
5.	Litter, vector and nuisance control plan [18 AAC 60.210; 18 AAC 60.230; 18 AAC 60.233; AS 46.06.080]	
	a. Describe procedures to ensure wildlife and domestic animals do not endanger the public or facility staff, are not harmed by contact with the waste, and do not become a nuisance.	
	b. Explain how dust, noise, traffic, litter, disease vectors and other effects will be controlled so they do not become a nuisance or hazard outside of the facility boundary.	

Section 8. Operations Plan (continued)		
6.	Corrective action plan – Describe the actions for: [18 AAC 60.210; 18 AAC 60.815]	<u>page/section</u>
	a. Cleaning up any improper or unauthorized waste.	
	b. Repairing any damage to the facility or structures.	
	c. Addressing any violations of regulations or permit conditions.	
	d. Responding to combustion or a fire within the waste.	
7.	Operator training [18 AAC 60.235; 18 AAC 60.240; 18 AAC 60.335]	
	a. Identify any training that will be required for an operator at the facility, including on-the-job training.	
	b. Describe how that training will be documented and filed in the operating record.	
8.	Operating record [18 AAC 60.235, 18 AAC 60.450]	
	a. The operating record include all the elements listed in 18 AAC 60.235, as well as any other documentation specific to the facility and operation.	
	b. The plan must state where the operating record will be located.	

Section 9. Monitoring Plan		
The monitoring plan must include sufficient detail to allow all monitoring to be completed in full compliance with the applicable regulations and permit conditions. It must include the following information and a statement for each monitoring type that explains why the monitoring is being performed.		
1.	Visual monitoring plan [18 AAC 60.210; 18 AAC 60.800]	<u>page/section</u>
	a. Description of the procedures for visual monitoring of the facility.	
	b. Checklist or visual monitoring form including all applicable items in 18 AAC 60.800(a).	
2.	Other Required Monitoring	
	For any other monitoring required by ADEC at the facility, include a plan that provides specific information on the process, procedures, equipment, and quality assurance procedures required for the monitoring process.	

Section 10. Closure Plan and Cost Estimate

It is understood that the closure plan submitted with the permit application will be conceptual and may change throughout the active life of the facility. If the facility is within 1 year of closure, a detailed closure plan must be submitted and approved by ADEC. The closure plan must include the following information:

1.	Description of the closure process [18 AAC 60.210; 18 AAC 60.245; 18 AAC 60.270; 18 AAC 60.390; 18 AAC 60.396]	Section or Attachment
	a. A description of the final cover and appearance of the facility meeting the standards of 18 AAC 60.390.	
	b. A description of the methods and procedures for final cover installation.	
	c. A timeline or schedule for all activities needed to complete closure.	
	d. A description of the anticipated post closure (future) use of the property.	
	e. A description and map of proposed survey monuments or permanent markers.	
	f. A statement of how ADEC will be notified that the requirements of 18 AAC 60.395 have been met.	
	g. A description of how the post-closure care requirements of 18 AAC 60.397 will be met.	
2.	Financial information [18 AAC 60.210; 18 AAC 60.265]	
	A Facility Closure/Post-Closure Cost Estimate Worksheet in Excel is available online at http://www.deq.virginia.gov/Programs/LandProtectionRevitalization/Forms.aspx to assist you in calculating costs. Please note that you need to complete both tabs (CEW-01 and CEW-02), but only sections relevant to closure of your facility. <i>Courtesy of the State of Virginia</i>	
	a. The total present-day equivalent cost estimate for an independent contractor (do not assume onsite use of any material or machinery) to close the facility. A quote from a consultant or calculation showing all relevant operations for closure is required.	
	b. The total present-day equivalent cost estimate for an independent contractor to perform post-closure care of the facility.	

Section 11. Waiver Requests and Justification

18 AAC 60.900 allows ADEC to grant an exemption from any regulation not required by federal law. The applicant will be billed separately for time spent reviewing waiver requests at the rate identified in 18 AAC 60.700(e).

1.	Waiver requests must include the specific regulation for which you are requesting a waiver, and for each requested waiver, a detailed justification that meets the criteria of 18 AAC 60.900 by demonstrating that: [18 AAC 60.210]
	a. The proposed alternative action will provide equal or better environmental protection, reduction in public health risk, and control of nuisance factors than compliance with the identified provision; or
	b. Compliance with the identified provision would cost significantly more than the value of the environmental benefit, public health risk reduction, and nuisance avoidance that could be achieved through that compliance.

Additional information

Attach any additional information necessary to accurately reflect the location, construction, and operations of the facility.