



## Solid Waste Treatment Facility 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 Solid Waste Treatment Facility. This application is for treatment of solid waste that is not medical waste, sewage solids, or drilling waste.

In the application, the term **“facility”** refers to all land, structures, other appurtenances, and improvements on land used for treatment or storage 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. The specific location of information within each submitted document or attachment must also be noted for each item.

**The application must be stamped and signed by a registered engineer, in accordance with 18 AAC 60.210(c).**

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

### Section 1. Property Information

Facility Name:

Facility Address:

Facility City:

Facility 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 fee [listed in 18 AAC 60.700(a) Table E-2] 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 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 Solid Waste Treatment Facility.
2.	A brief description of the solid waste that will be treated at the facility, and the treatment processes that will be used to treat the solid waste, and the intended use of the treated solid waste.
3.	A brief general description of the topography, geology, climate, surface hydrology and groundwater hydrology of the area of 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



<b>Section 5. Waste Handling and Processing Information</b> (continued)		
Please identify the specific attachment page that addresses each requested item		<u>Identify Attachment</u>
4.	Provide a general description of each treatment process.	
5.	Provide a discussion of the purpose of the treatment and any applicable regulatory standards or specifications for the treated waste.	
6.	Provide documentation that the treatment process(es) effectively treats the intended waste streams to meet the applicable standards or specifications.	

<b>Section 6. Location Information</b>		Please identify the specific attachment page that addresses each requested item	
1.	<b>Property Ownership and Location Information</b> [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.		
	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.	<b>Surface Water Information</b> [18 AAC 60.210; 18 AAC 60.225; 18 AAC 60.410]		
	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.	<b>Groundwater Information</b> [18 AAC 60.040; 18 AAC 60.210; 18 AAC 60.217]		
	a. Attach information documenting the highest measured level of groundwater at the facility.		
	b. Annual precipitation:		inches
	c. Source used to determine annual precipitation:		
4.	<b>Permafrost Information</b> (if applicable) [18 AAC 60.210]		
	a. If the facility is located on permafrost, provide details regarding why there is not a 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.).		

**Section 6. Location Information** (continued)

5.	<b>Maps</b> Attach updated 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, wetland and surface water locations, etc. [18 AAC 60.040; 18 AAC 60.210; 18 AAC 60.227; 18 AAC 60.233; 18 AAC 60.410; 18 AAC 60.485] <b>Identify Attachment</b>
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.

**Section 7. Facility Design**

A complete set of the most recent design drawings and maps that include the following information must be submitted. Please ensure that the documentation represents current conditions for the entire facility.

1.	<b>Facility map(s) which show site conditions, including:</b> [18 AAC 60.210; 18 AAC 60.220; 18 AAC 60.233; 18 AAC 60.410; 18 AAC 60.420; 18 AAC 60.450; 18 AAC 60.485] <b>Identify Attachment</b>
a.	All structures associated with the facility, including treatment areas and storage areas for pre- and post-treatment solid waste.
b.	Demonstration that waste will be located at least 50 feet from the property boundary.
c.	Fences, gates, berms and other access control devices.
d.	Access roads to and within the facility.
e.	Storage areas for equipment, treatment supplies, etc.
2.	<b>Plan view drawings</b> with contour lines <u>and</u> cross section drawings that show: [18 AAC 60.210]
a.	All roads, ditches, trenches, or berms devices associated with the facility.
b.	Any fluid containment control details for leachate that may run off the solid waste.
c.	Any planned gas venting or gas collection piping system.
3.	<b>Construction detail drawings</b> <u>and</u> cross sections that show: [18 AAC 60.210; 18 AAC 60.225; 18 AAC 60.330; 18 AAC 60.432; 18 AAC 60.485]
a.	Any liner construction details, including liner anchors, liner penetrations, etc., if applicable.
b.	Storm water drainage structures, culverts and other surface water control devices.

Section 7. Facility Design (continued)		
4.	<b>Treatment Process Schematics and Specifications</b>	<u>Identify Attachment</u>
	a. Flow diagrams or schematic diagrams of the treatment process.	
	b. Floor plans of any buildings that are part of the treatment process.	
	c. Schematic diagrams of equipment (except vehicles) and structures that are part of the treatment process.	
	d. Specifications associated with any of the treatment equipment.	
5.	<b>Permafrost Design Requirements</b> [18 AAC 60.227; 18 AAC 60.432]	
	e. Engineering properties of each earthen layer of ground beneath the facility, including grain size distribution, thaw strain properties, and water content.	
	f. An estimation of maximum thaw depth that is likely to occur beneath the facility and an estimation of the ground deformation that will occur based on thawing	
	g. Design of engineering features that will be incorporated at the facility to prevent thawing of the ground.	
6.	<b>Design calculations, data and documentation</b> must include the following information (as applicable) with supporting calculations. [18 AAC 60.210; 18 AAC 60.227; 18 AAC 60.410; 18 AAC 60.485]	
	a. Printouts of inputs, assumptions and outputs from any computer model used to support the facility design.	
	b. Information and calculations of the maximum inventory of wastes that may be stored onsite over the usable life of the facility.	
	c. An explanation (including calculations) of the expected usable life of the facility.	
	d. If located on permafrost, documentation showing that the permafrost will remain frozen to the greatest extent practical, including relevant modeling and literature or case studies.	
	e. If located in an unstable area, attach information and calculations for engineering measures to ensure the integrity of the structural components will be protected.	
	f. Information and calculations used to estimate the permeability of any proposed liner.	
	g. A Quality Assurance Plan for liner installation.	
7.	<b>Facility Closure Drawings</b> [18 AAC 60.210; 18 AAC 60.485; 18 AAC 60.490]	
	a. <b>Conceptual drawings</b> showing the appearance of the property after facility closure is completed.	

## Section 8. Operations Plan

The operations plan must be a separate document that provides sufficient detail and information that the operator(s) 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.	<b>Access control</b> [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.	<b>Waste acceptance and handling policy</b> [18 AAC 60.210; 18 AAC 60.240; 18 AAC 60.420]	
	a. Waste screening procedures to ensure that no prohibited wastes are accepted at the facility.	
	b. Any signage placed at the facility entrance.	
3.	<b>Waste processing plan</b>	
	a. Describe how the waste arrives and is how and where it is off loaded.	
	b. Describe how the waste is handled prior to entering the treatment system.	
	c. A step-by-step description of the operations of the treatment process.	
	d. Describe the determining factors, including sampling, for completion of the treatment.	
	e. Describe how and where the treated waste will be moved after treatment.	
	f. Describe any additional processes, sampling, or other determining factors or requirements for the final product.	
4.	<b>Waste Storage</b>	
	a. Describe the methods of pre-treatment waste storage and how any potential impacts from the waste are mitigated.	
	b. Describe the post-treatment storage and how any potential impacts from the treated waste are mitigated.	
5.	<b>Storm Water &amp; Surface Water Control Plan</b> [18 AAC 60.225]	
	a. Describe how run-on water will be controlled to reduce production of leachate from any stored waste.	
	b. Describe how run-off from the facility will be controlled and evaluated to ensure that all waste and leachate remains onsite and does not pollute any surface water.	
	c. Include any additional related permitting or water quality monitoring requirements.	

<b>Section 8. Operations Plan</b> (continued)	
8.	<b>Litter, vector and nuisance control plan</b> [18 AAC 60.210; 18 AAC 60.230; 18 AAC 60.233; 18 AAC 60.420; 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, odor, traffic, litter, disease vectors and other effects will be controlled so they do not become a nuisance or hazard outside of the facility boundary.
9.	<b>Corrective action plan</b> – Describe the actions for: [18 AAC 60.210; 18 AAC 60.815]
	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.
10.	<b>Operator training</b> [18 AAC 60.235; 18 AAC 60.240]
	a. Identify any training that will be required for an operator, including on-the-job training.
	b. Describe how that training will be documented and filed in the operating record.
11.	<b>Operating record</b> [18 AAC 60.235; 18 AAC 60.240; 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.

<b>Section 9. Monitoring Plan</b>	
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.	<b>Visual monitoring plan</b> [18 AAC 60.210; 18 AAC 60.800] <span style="float: right;"><u>page/section</u></span>
	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.	<b>Treatment monitoring</b> (if applicable)
	a. A detailed plan that provides specific information on the process, procedures, equipment, and quality assurance procedures required for sampling to ensure that the treated waste meets requirements or specifications.
	b. Include a discussion of how any waste not meeting the requirements or specifications will be managed.
3.	<b>Other Required Monitoring Plan</b> [18 AAC 60.215]
	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. The closure plan **must include** the following information.

1.	<b>Description of the closure process</b> [18 AAC 60.210]	<u>Attachment</u>
	a. A description and timeline for the closure and removal of all remaining waste or product, storage and treatment structures, and decontamination of any remaining structures.	
	b. A site plan drawing showing the area once the facilities have been removed.	
	c. Any expected future use of the site	
2.	<b>Financial information</b> [18 AAC 60.210; 18 AAC 60.265]	
	a. The total present-day equivalent cost estimate for an independent contractor (do not assume onsite use of any material or machinery) to close and remove the facility, including removal and disposal of all infrastructure, treatment and disposal or distribution of the maximum inventory of waste that may be onsite, and decontamination of any remaining structures.	
	b. Demonstration of the mechanism of financial responsibility to cover the cost of closing and removing the facility and disposal or distribution of the remaining waste. Proof of financial responsibility may be demonstrated by self-insurance, insurance, or other guarantee approved by ADEC.	

**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 in 18 AAC 60.700(e).

1.	<b>Waiver requests must</b> 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.