INSTRUCTIONS AND PROCEDURES FOR SUBMITTING AN APPLICATION FOR A SOLID WASTE DISPOSAL FACILITY

ARKANSAS DEPARTMENT OF ENVIRONMENTAL QUALITY
SOLID WASTE MANAGEMENT DIVISION
5301 NORTHSHORE DRIVE
NORTH LITTLE ROCK, ARKANSAS 72118
ENFORCEMENT: (501) 682-0595
PROGRAMS: (501) 682-0594
TECHNICAL: (501) 682-0601
FAX: (501) 682-0611

Authority: Act 237 of the 1971 Arkansas Legislative Session, as amended, makes it unlawful to construct, install, alter, modify, use, or operate any solid waste disposal facility or disposal site without a permit from the Department. Regulation 22 of the Department provides that applicants for new solid waste disposal facilities prepare and submit an application on forms prepared by the Department containing certain information.

GENERAL INSTRUCTIONS

1. Before completing an application for a disposal facility, the applicant should familiarize themselves with the statutory and regulatory requirements for permitting, constructing and operating the facility. This would include Arkansas Code Annotated §§ 8-6-201 et. seq., Arkansas pollution Control and Ecology Commission, Regulations 8, 9, and 22, as well as other applicable federal, state, and local rules and regulations.

2. Completed applications shall be mailed to:

Arkansas Department of Environmental Quality
Attn: Solid Waste Management Division
5301 Northshore Drive
North Little Rock, AR 72118

Inquiries may be directed by telephone to (501) 682-0601 or by fax to (501) 682-0611.

3. Construction of solid waste disposal facilities shall not commence until the Director has issued a final permit decision.

4. An application that is not administratively complete (see below) may not be accepted by the Department.
PROCEDURAL INFORMATION

1. The Department may require the applicant to attend a meeting to discuss application requirements and the findings of the preliminary site investigation.

2. If the Department determines that the application is not administratively complete, it will notify the applicant of its findings and may, at its option, return the application for revision.

3. The application will be reviewed for technical adequacy and regulatory conformance. The applicant shall be notified of any deficiencies in writing. Any deficiencies in the application form or supporting documents must be corrected or otherwise answered by the applicant in writing.

4. Upon review of the final application package, the Director will make a preliminary decision to deny or grant a permit. A decision to deny the permit will be announced in accordance with the requirements of Regulation 8 and will be appealable to the Commission in accordance with the provisions of that regulation.

5. If the Director decides to issue the permit, a draft permit shall be prepared and provided to the applicant. The Department will prepare public notice of the preliminary decision and the applicant is responsible for paying the cost of publication of the notice.

6. All written comments received during the designated comment period and written or oral comments received at any public hearing called for by the Department shall be considered by the Department in the development of a final permit decision.
APPLICATION INSTRUCTIONS

Part I. - Facility Type - The applicant should check the class of facility for which the application is being submitted. The date on which the pre-application for this facility is submitted should also be indicated.

Parts II, III & IV. - Facility, Applicant, Owner - The name and address of the facility, applicant, and owner must be provided. The applicant must be the owner or operator of the facility and if the applicant does not perform both roles, the other party also must be identified.

Part V. - Site Information - The proposed site must be described in terms of a legal description and location referenced to common highways or landmarks and provide the type of access from dedicated public roads. Information about the proposed use of the site upon termination of disposal activities should be provided.

Part VI. - Facility Information - The anticipated communities, cities and counties that will be served by the landfill for the waste disposal should be indicated. Information on the nature and type of waste that will be disposed should be provided. This information will usually include origins, amounts, seasonal variations, intermediate processing steps, potential end markets and other data that is relevant to the proposed facility. Information about the total capacity, proposed disposal acreage and total life expectancy should be provided.

Part VII. - Application Contents - All the design drawings, plans, design calculations and other documents that are enclosed with the permit application should be listed.

Part VIII. - Required Attachments - The required attachments are those necessary along with the properly completed application form to be considered administratively complete. In order to provide for a timely, efficient review, it is recommended that these materials be submitted in an organized manner and indexed for easy reference. Please see Regulation 22.303(c) for the complete list of required items.

Part IX. Certification - The application shall be signed by the applicant or an authorized person as defined in Section 22.301(h). The application shall also be signed by the Engineer or Consultant retained by the applicant in accordance with 22.301 (i).
SOLID WASTE DISPOSAL FACILITY
APPLICATION FORM

ARKANSAS DEPARTMENT OF ENVIRONMENTAL QUALITY
SOLID WASTE MANAGEMENT DIVISION
5301 NORTHSHORE DRIVE
NORTH LITTLE ROCK, AR 72118

Act 237 of the 1971 Arkansas General Assembly, as amended, makes it unlawful to construct, install, alter, modify, use or operate any solid waste disposal facility without a permit. Section 22.303 of Regulation 22, Solid Waste Management, requires that applicants for new solid waste disposal facilities prepare and submit an application on forms prepared by the Department and the form is to include certain information.

I. FACILITY TYPE
(Check the one that applies)

SOLID WASTE DISPOSAL FACILITY

_______ Class 1      ______ Class 4      ______ Class 3C      ______ Class 3N      ______ Class 3T

Date of the Pre-Application: ________________________________

II. FACILITY IDENTIFICATION

Facility Name: ____________________________________________

Facility Location: _________________________________________

Site Manager: ________________________ Street Address: ________________________________

City: _________________________________ State: ____________ Zip: _______________________

County: _____________________________ Telephone Number: __________________ Fax Number: ________________

Longitude: __________________________ Latitude: ____________________________

Section/Township/Range: __________________________________________

III. APPLICANT IDENTIFICATION

Name of Applicant: _________________________________________

Address of Applicant: _______________________________________

City: _________________________________ State: ____________ Zip: _______________________

Phone Number: _______________________ Fax Number: ______________________________

Is the applicant the Facility Owner? □ Yes □ No  If no, please fill out Section IV.
IV. OWNER IDENTIFICATION

Name of Facility Owner: ____________________________________________

Address of Facility Owner: _______________________________________

City: ______________________ State: ___________ Zip: ________________

Facility Owner Telephone Number: ___________________ Fax Number: ____________

V. SITE INFORMATION

Legal description: ________________________________________________

________________________________________________________________

________________________________________________________________

(Continue on additional sheets if required)

Directions to the site: ____________________________________________

________________________________________________________________

________________________________________________________________

________________________________________________________________

Anticipated use of the site upon completion of disposal activities: ___________

________________________________________________________________

________________________________________________________________

________________________________________________________________

VI. FACILITY INFORMATION

Describe anticipated landfill service area: _____________________________

________________________________________________________________

________________________________________________________________

________________________________________________________________

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Does the facility anticipate accepting any special wastes as identified in Chapter 7, Regulation 22?

- Friable Asbestos Material
- Incinerator Ash
- Water/Wastewater Treatment Sludge
- Cooking and Food Wastes
- Motor Vehicle/Farm Implement Tires
- Spent Pesticide/Herbicide Containers
- Petroleum Contaminated Soils
- Other

Anticipated waste amounts and types:

<table>
<thead>
<tr>
<th>% of Total</th>
<th>Type</th>
<th>Tons/Year</th>
<th>Volume</th>
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<tbody>
<tr>
<td></td>
<td>Municipal solid waste</td>
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<td>Commercial solid waste</td>
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<td>Industrial solid waste</td>
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<td>(Other)</td>
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Totals 100%

Facility site capacity and life:

- ____________ Tons per year accepted at the gate
- ____________ Landfill utilization rate (Cubic yards per year)
- ____________ Cubic yards capacity of landfill
  (This includes the volume of solid waste and any daily or intermediate soil cover)
- ____________ Proposed disposal acreage
- ____________ Site life (years)
VII. APPLICATION CONTENTS

Permit Drawings (Identify below each design drawing included with this application)

<table>
<thead>
<tr>
<th>Drawing Number</th>
<th>Title</th>
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(Continue on another sheet if necessary)

Other Documents (Identify below any other documents, data, or submittals included in this permit application).

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

(Continue on another sheet if necessary)
VIII. REQUIRED ATTACHMENTS

See 22.303(c) for the complete list of required documents. Please include all pertinent design analysis, calculations, demonstrations, support studies or other relevant materials.

IX. CERTIFICATION

To the best of my knowledge and belief, I certify the information provided in this application is true and accurate:

APPLICANT

__________________________  ____________________________  __________
Signature & Title                                      Printed Name                                              Date

ENGINEER/CONSULTANT

__________________________  ____________________________  __________
Signature & Title                                      Printed Name                                              Date

CONFIDENTIALITY: This application shall be available for public inspection, provided, however, that the Department shall not disclose, except to authorized persons, any information which the Director determines is entitled by law to protection as trade secrets without the consent of the applicant. Trade secrets shall not include the name and address of the applicant, nor any information necessary, as determined by the Director, for the public to evaluate the hazards associated with the proposed operation, nor any other information required by law to be available to the public.