



UTAH DEPARTMENT of  
ENVIRONMENTAL QUALITY  
**WASTE MANAGEMENT  
& RADIATION CONTROL**

## Solid Waste Management Program

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## INSTRUCTIONS FOR APPLICATION FOR A PERMIT TO OPERATE A WASTE TIRE STORAGE FACILITY

Utah Administrative Code (UAC) R315-314-3(2) requires that all facilities which store waste tires, submit information as required by the Director of the Division of Solid and Hazardous Waste prior to conducting any storage activities. UAC R315-310 was adopted by the Board and sets the requirements for a permit application that must be submitted to the Director. The Director has determined that any waste tire storage site required to complete a permit application, application renewal, or modification must be accompanied by the form titled "*Application for a Permit to Operate A Waste Tire Storage Facility.*"

Storage is defined in the Waste Tire Recycling Act (Utah Code Annotated 19-6-803(23)) as:

- (a) the placement of waste tires in a manner that does not constitute disposal of the waste tires.
- (b) "Storage" does not include:
  - (i) the use of waste tires as ballast to maintain covers on agricultural materials or to maintain covers at a construction site; or
  - (ii) the storage for five or fewer days of waste tires or material derived from waste tires that are to be recycled or applied to a beneficial use.

The following instructions are included to assist the applicant in completing the form. If additional help is needed, please contact a member of the solid waste section staff at (801) 536-0200.

The form consists of two parts. Part I "General Information" requires specific information on the facility and the owner and operator. Part I must be completed and submitted with the permit application.

Part II "Application Checklist" shows the areas that a permit application should cover. Please note that the "Application Checklist" is provided to help the permit applicant in the preparation of an application. In the event that questions arise regarding the permit requirements for a waste tire storage facility, the text of the rules, UAC R315-301 through 320, will govern. Completion of Part II, although not required as part of the permit application, will in aid application preparation and permit review.

### **Part I Instructions**

#### **Section I - Application Type**

Check the appropriate box.

All applications for a waste tire storage facility not operating under a current permit are considered a new application.

Currently permitted waste tire storage facilities, for which a permit renewal is being requested, should check the RENEWAL APPLICATION box.

Permit applications in which the permittee is seeking to expand the facility beyond the design capacity shown in the existing permit should check the FACILITY EXPANSION box. Facility expansion will require a complete application and must meet all of the requirements for a new facility.

All permit modification requests, whether major or minor, must be accompanied by a completed *"Application for a Permit to Operate A Waste Tire Storage Facility."* Modifications are either major or minor as defined in UAC R315-311-2. Replacement of equipment with equivalent equipment is not a permit modification.

All applications that are for permit renewal, modification, or expansion must show the permit number of the current landfill permit.

## Section II - Facility Name and Location

A waste tire storage facility includes processing areas, loading areas, tire piles, and surface fire lanes.

The NAME OF FACILITY is the legal name of the waste tire storage facility as recorded by the applicant. This name shall be used as the name of the facility in all subsequent applications and correspondence with the Division. The name of the facility can be changed by submitting a written request to the Director of the Division of Solid and Hazardous Waste. The SITE ADDRESS (including the CITY, STATE, ZIP CODE, and COUNTY) is the street address of the facility or a description of the location where no address is available. The SITE ADDRESS is not the legal description, or mailing address. The legal description will be included as one of the attachments in the permit application. If a TELEPHONE number is not established for the facility, indicate by recording "N/A" in the check box.

Township range and section describe the Land on which the waste tire storage facility is located. The property boundaries of the facility may cover more than one section or occasionally be in more than one township or range. If multiple townships, ranges or sections are included in the site, include them all. The QUARTER SECTION and QUARTER/QUARTER SECTION (for example SW, quarter/quarter of the NW, quarter) describe the location of the facility within a section. LATITUDE and LONGITUDE refer to a point and should be given as the coordinates of the facility main entrance.

## Section III - Facility Owner(s) Information

In the space titled FACILITY OWNER(S) INFORMATION, record the name of the individual, partnership, corporation, association, governmental entity, or other legal entity that owns or will own the facility. (NOTE: The Facility Owner will be the principal permittee and will be held responsible for all activities at the facility.) The applicant's address is the business mailing address. Contact information will be provided in Section VII.

## Section IV - Operator(s) Information

In the space titled FACILITY OPERATOR(S) INFORMATION, record the name of the individual (other than an employee of the owner), partnership, corporation, association, governmental entity, or other legal entity that will provide daily operations at the facility. (NOTE: A federal court ruling has interpreted the Solid and Hazardous Waste Act as requiring the operator and land owner be joint permittees with the facility owner.) If the operator is the same as the facility owner, enter SAME in the space labeled LEGAL NAME OF FACILITY OPERATOR. The applicant's address is the business mailing address. Contact information will be provided in Section VII.

## Section V - Property Owner(s) Information

In the space titled PROPERTY OWNER(S) INFORMATION, record the name of the individual, partnership, corporation, association, governmental entity, or other legal entity that owns the property.

The TELEPHONE, ADDRESS, CITY, STATE, and ZIP CODE are those of the property owner. If the property owner has a contact person, they will be entered in Section VII. If there is more than one owner, please indicate so in the first line for SECTION VI by typing "See attached Owners List". Identify all property owners and what they own. The property owner means any person with an ownership interest in the property on which the incinerator is constructed.

#### Section VI - Contact Information

The person listed as OWNER CONTACT, OPERATOR CONTACT, and LAND OWNER CONTACT should be the person that the owner, operator, or landowner wants the Division to communicate through for general information. This person is not necessarily the person that is authorized to act for the owner, operator, or landowner. In many cases the contact will be the facility manager while the authorized representative will be an executive director or elected official. All official communication will be through the authorized representative. Where the owner, operator, and landowner are the same enter the contact information for the owner contact only.

#### Section VII - Material Types Stored

The applicant should indicate the types of waste tires stored. Most storage sites will store only whole tires. However, other material such as chipped tires may be stored at a site.

#### Section VIII - Facility Area

The area of the facility should be shown. Both the total area, including fire lanes and processing areas and the area that will be used for tire storage. The total number of tires to be stored at the site should also be estimated. If material derived from waste tires is to be stored at the site the passenger tire equivalent should be calculated. One passenger tire equivalent is defined as 25 pounds of tire derived material.

#### Section IX - Fee and Application Documents

Application fees are as follows:

Permit Applications	\$ 750
Plan Renewals and Plan Modifications	\$ 100
Variance Requests	\$ 500

The fees apply to all applications except those from municipalities, counties, or special service districts seeking Division of Solid and Hazardous Waste reviews. These facilities should put NA in the APPLICATION FEE area. In addition to the application fee, the Division is required to charge for review time at the rate of \$90.00 per hour. This fee applies to all sites that must pay an application fee. In addition to the application fee and the review fee, the applicant is required to pay all costs for public notices published.

All of the documents listed should be attached (see the attached "Application Check List"). If a specific document is not included in the application a note of explanation should be attached explaining the reasons for the missing document.

#### Authorized Signature

The owner, operator, and landowner will be listed as co-permittees on the final permit. Each of the co-permittees must have a person meeting the requirements of UAC R315-310-2(4) sign the permit application. If the permittee wishes to authorize a person other than the representative listed in the rule, an authorization as outlined in UAC R315-310-2(4)(d) must be submitted with the application.

## **Part II Application Checklist**

Permit applicants should review each section of the checklist and provide information in the application that addresses each of the requirements of the rules regarding solid waste incinerators. Showing the area or areas in the permit application where the information can be found will expedite the review process.

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