Class I Municipal Solid Waste Permit Application

Alaska Department of Environmental Conservation
Solid Waste Program

DEC Office Only:
Landfill Name: _____
Authorization #: _____

Instructions:

This application is for a new permit or a permit renewal for a Class I Municipal Solid Waste (MSW) Landfill.

If the required information is not applicable, please explain why. If it is included in a previous application AND it has not changed since submitted, you must provide a specific reference or citation where it can be found.

For new facilities and lateral expansion, prepare a draft application with a list of any questions, and schedule a meeting with the local ADEC office.

Section 1. General Information

Landfill Name:			
Location (Community Name):			
Legal Description:			
General Description:			
Latitude:		Longitude:	
Meridian:	Range:	Township:	Section:

Section 2. Fees

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

1.	Submit payment for the application review fee, if required. The application review fee is only required for an initial application, not for renewals.
2.	Submit payment to cover waiver request fees, if applicable.

This application is for an: ☐ Existing Landfill ☐ New Landfill

Section 3. Cover Letter and Certifications

Submit a cover letter with the following information and signature.
[18 AAC 60.210(a); 18 AAC 60.210(b)(1); 18 AAC 60.210(b)(2)]

1.	A statement indicating you wish to obtain a permit for a Class I Municipal Solid Waste (MSW) landfill.
2.	Evidence showing the proposed facility meets the requirements for a Class I MSW landfill.
3.	A brief general description of the site topography, geology, climate, surface hydrology and groundwater hydrology.
4.	A statement that you are aware of all applicable local ordinances and zoning requirements.
5.	The applicant must submit a **signed copy** of the application cover letter.
6.	The applicant must submit a **signed copy** of the following statement, which may be added exactly as shown in the box below to the cover letter. As an alternative, 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 4. Contact Information [18.AAC 60.210(b)(2)]

Applicant:	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:	Contact Name:		
Address:	City:	State:	Zip:
Email:	Phone:		
Facility Operator:	Contact Name:		
Address:	City:	State:	Zip:
Email:	Phone:		
Agent/Consultant:	Contact Name:		
Address:	City:	State:	Zip:
Email:	Phone:		
Landowner:	Contact Name:		
Address:	City:	State:	Zip:
Email:	Phone:		

Section 5. Waste Handing and Processing Information

[18 AAC 60.210(b)(2); 18 AAC 60.210(b)(3)(B); 18 AAC 60.210(b)(4)]

1. **List the amounts of the various wastes you expect to receive at the site each year:**

Quantity (Tons/Year)	Waste Type
	Municipal Solid Waste
	Inert or C&D Waste
	Regulated Asbestos-Containing Material (RACM)
	Non-Regulated Asbestos-Containing Material (non-RACM)
	Sewage Solids or Biosolids
	Treated Medical Waste
	Polluted Soil
	Animal Waste
	Commercial Fish Waste
	Commercial Woodwaste
	Ash
	Other:
	Other:
	Total

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

☐ Baling/Compacting	☐ Separation/Segregation
☐ Shredding	☐ Composting
☐ Salvage/Reuse	☐ Dewatering
☐ Incineration (Model):	☐ Other:

Section 6. Location Information

1.	**Property Ownership and Location Information** [18 AAC 60.210(b)(3)(A); 18 AAC 60.210(b)(7)]
	a. Attach a copy of the deed or another legal document that identifies the landowner. Title of the Attachment:
	b. If the applicant is not the landowner, attach a written and notarized statement signed by the landowner showing that the landowner consents to the landfill, and agrees to the placement of a notation on the deed, or a copy of any lease agreement that clearly states the same. Title of the Attachment:
2.	**Surface Water Information** [18 AAC 60.210(b)(3)(B); 18 AAC 60.210(b)(3)(D); 18 AAC 60.225]
	a. Discuss the potential for surface water run-on into the landfill:
	b. Discuss the potential for sediment carried by runoff from the landfill to impact nearby surface water:
	c. If the landfill is located in a 100-year floodplain, attach documentation to demonstrate the landfill will not restrict the flow of the 100-year flood, reduce the temporary storage capacity of the floodplain, or result in washout of the solid waste. Title of the Attachment:
3.	**Wetlands Information** [18 AAC 60.210(b)(3)(B); 18 AAC 60.315; 40 CFR 230.5]
	a. 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 area is not designated as wetlands. **Note:** If the new landfill site or lateral expansion is located in a wetland, you must also complete a DEC Additional Wetlands Information Form. Title of the Attachment:

4.	**Permafrost Information** [18 AAC 60.210(b)(3)(B); 18 AAC 60.315; 40 CFR 230.5]
	a. If the landfill is located on permafrost, explain why there is no practical alternative to the site chosen.
	b. If the landfill is located in an area of discontinuous permafrost, provide a summary of what is known about the permafrost (e.g. total depth, depth of active zone, areal extent, temperature, etc.).
5.	**Airport Safety** [18 AAC 60.210(b)(3)(B); 18 AAC 60.305; FAA AC 150/5200-33B]
	a. If the landfill 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 landfill is designed and operated so it does not pose a bird hazard to aircraft. Title of the Attachment:
6.	**Groundwater Information** [18 AAC 60.040; 18 AAC 60.210(a); 18 AAC 60.217]
	a. Attach information documenting the highest measured level of groundwater under the landfill area. The base of any new unlined cells or lateral expansions may not be located closer than 10 feet above groundwater unless constructed two feet or more above the ground surface. Title of the Attachment:
	b. Annual precipitation (in inches)
	c. Source used to determine annual precipitation
7.	**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 60.210(b)(2); 18 AAC 60.310; 18 AAC 60.320]
	a. Location of the landfill property boundaries.
	b. Location of surface water bodies and streams within 200 feet of the landfill boundary.
	c. Location of the boundary of any wetlands within 200 feet of the landfill boundary.
	d. Location of the known or inferred boundaries of permafrost or discontinuous permafrost within one-quarter mile of the landfill.

	e. Distance and direction to the closest portion of the airport runway if within 10,000 feet.
	f. Location of all drinking water wells within a half mile. There should be no wells within 500 feet of the waste area.
	g. Location of the boundary of any 100-year floodplain in the area.
	h. Location of any documented earthquake faults or unstable areas within 200 feet of the landfill boundary.
8.	**Map Sources** [18 AAC 60.210(b)(2)]
	a. List the sources of information used to compile the maps in item 7, including a complete citation.

Section 7. Facility Design

A complete set of design drawings must be submitted with the following information, with drawings included for both the design and closure of the landfill, as appropriate. Landfill drawings should be organized as shown below, with the design drawings placed in the first part of the drawing set and closure drawings included at the end of the set. It is understood that landfill closure design drawings will be conceptual only unless the landfill is within 5 years of closing.

Note: The application and all design documents must be stamped and sealed by a registered engineer. [18 AAC 60.210(c)]

Landfill Design Drawings	
1.	**Site map(s) which show site conditions including:** [18 AAC 60.210(b)(3)(B); 18 AAC 60.210(b)(3)(C); 18 AAC 60.220; 18 AAC 60.233; 18 AAC 60.330; 18 AAC 60.450(b)]
	a. All previous, existing and planned disposal areas. The drawings should demonstrate all waste will be at least 50 feet from the property boundary.
	b. Fences, gates, berms and other access control devices around the facility.
	c. Access roads to and within the facility.
	d. Storage area(s) for equipment, cover material, and salvage area.
	e. **If** the facility has an asbestos disposal area, show the location and size of that area.
2.	**Plan view drawings** with contour lines <u>and</u> cross section drawings that show: [18 AAC 60.210(b)(3); 18 AAC 60.210(b)(4)]
	a. Any planned excavations before waste cell construction.
	b. All roads, ditches, trenches and berms associated with the landfill.
	c. Any planned leachate collection piping system, including manholes and pump stations.
	d. Any planned gas venting or gas collection piping system.
3.	**Construction detail drawings <u>and</u> cross sections** that show: [18 AAC 60.210(b)(3); 18 AAC 60.225; 18 AAC 60.33)]
	a. Liner construction details, including cover and liner anchors, liner penetrations, etc.
	b. Storm water drainage structures, culverts and other surface water control devices.
4.	**Design calculations, data and documentation** must include the following and supporting calculations. [18 AAC 60.210(b)(3); 18 AAC 60.210(b)(4); 18 AAC 60.210(c); 18 AAC 60.227(b); 18 AAC 60.320(a); 18 AAC 60.320(b); 18 AAC 60.330(b); 18 AAC 60.330(c)]
	a. Printouts of inputs, assumptions and outputs from any computer model used to support the facility design.
	b. An estimate (including calculations) of the maximum inventory of wastes that will be onsite over the 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.

	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. If located in a seismic impact zone, attach documentation showing how the requirements of 18 AAC 60.320(a)(1) and (2) will be met.
	g. For a new landfill or lateral expansion of an existing landfill, provide data and calculations showing how the requirements of 18 AAC 60.330(b)(1) and (2) will be met.
	h. Information and calculations used to estimate the permeability and maximum anticipated depth of leachate over any proposed liner.
	i. A Quality Assurance Plan for the liner installation.
Landfill Closure Drawings	
5.	**Conceptual drawings** of the facility after closure is completed. [18 AAC 60.210(b)(3)(E); 18 AAC 60.395]

Section 8. Operations Plan

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

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 the State Solid Waste Regulations. A copy of the operations plan should be kept at the landfill and it **must include** the following information.

1.	**Access control** [18 AAC 60.210(b)(3)(C); 18 AAC 60.220]
	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. Prohibited activities, such as target practice or off road vehicle use will be prevented.
	c. Salvaging practices, if allowed, will not interfere with facility operations, create a safety hazard, or cause pollution.
	d. Access and onsite roads will be kept passable and safe for vehicles year round.
	e. List where each of the previous items are located in the Operations Plan by section or page number.
2.	**Waste acceptance and handling policy** [18 AAC 60.210(b)(3)(C); 18 AAC 60.240(a); 18 AAC 60.240(b); 18 AAC 60.360; 18 AAC 60.365]
	a. Waste screening procedures to ensure no prohibited or unacceptable wastes are disposed in the facility.
	b. Any signage placed at the facility entrance.
	c. Any waste processing procedures that will be used prior to disposal.
	d. List where each of the previous items are located in the Operations Plan by section or page number.
3.	**Waste placement plan** [18 AAC 60.210(b)(3)(B); 18 AAC 60.210(b)(3)(C); 18 AAC 60.225(a)]
	a. Waste placement methods.
	b. The planned progression of the working face, including landfill development over the life of the facility (diagrams are acceptable).
	c. How unstable slopes will be avoided.
	d. List where each of the previous items are located in the Operations Plan by section or page number.

4.	**Daily cover plan -** Type of cover material(s) that will be used and for each type of cover describe: [18 AAC 60.210(b)(3)(B); 18 AAC 60.210(b)(3)(C); 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
	d. List where each of the previous items are located in the Operations Plan by section or page number.
5.	**Non-RACM waste placement plan** [18 AAC 60.210(b)(3)(B); 18 AAC 60.210(b)(3)(C); 18 AAC 60.450(a)]
	a. How non-RACM will be inspected while still in the container to ensure it has not been crushed or crumbled to cause possible release of fibers, rendering it RACM.
	b. Waste placement methods to ensure non-RACM will not become friable during handling or placement, including no compaction until the non-RACM has been completely covered with at least 6 inches of cover.
	c. Placement, frequency and type of cover material. NOTE: Non-RACM must be covered within 24 hours of placement.
	d. List where each of the previous items are located in the Operations Plan by section or page number.
6.	**RACM Cell Operations (if applicable)** [18 AAC 60.210(b)(3)(C); 18 AAC 60.240(a); 18 AAC 60.240(b); 18 AAC 60.450(b); 18 AAC 60.450(c); 18 AAC 60.450(d)]
	a. Waste screening procedures to ensure no prohibited or unacceptable wastes are disposed in the cell.
	b. Required signage placed at the cell entrance and borders.
	c. Waste inspection procedures to ensure: • Proper containment in leak-proof bags, • Bags are properly labeled, and • All bags are accompanied by complete and accurate shipping records.
	d. Waste handling procedures to prevent breaking of bags or release of asbestos fibers.
	e. Daily cover including the type of cover material(s) that will be used and describe: • Where the cover material will be obtained and stored, • The frequency cover will be applied (must be within 24 hours of waste placement), and • The depth of cover that will be applied (minimum of 6 inches).
	f. List where each of the previous items are located in the Operations Plan by section or page number.

7.	**Litter, vector and nuisance control plan** [18 AAC 60.210(b)(3)(C); 18 AAC 60.210(b)(3)(D); 18 AAC 60.230(a); 18 AAC 60.233(2); AS 46.06.080]
	a. Procedures to ensure wildlife and domestic animals do not endanger the public or landfill staff, are not harmed by contact with the waste, and do not become a nuisance.
	b. Procedures to control dust, odor, noise, traffic, litter, disease vectors and other effects from facility operations so they do not become a nuisance or hazard outside of the facility boundary.
	c. List where each of the previous items are located in the Operations Plan by section or page number.
8.	**Corrective action plan** (procedures for immediate action) [18 AAC 60.210(b)(3)(C); 18 AAC 60.210(b)(3)(D); 18 AAC 60.815(a)]
	a. Cleaning up any improper or unauthorized waste disposal
	b. Repairing any damage to the facility or structures
	c. Addressing any violations of regulations or permit conditions.
	d. List where each of the previous items are located in the Operations Plan by section or page number.
9.	**Operator training** [18 AAC 60.235(a)(2); 18 AAC 60.335]
	a. How the landfill manager will ensure at least one qualified landfill operator or manager is on the facility staff at all times.
	b. List where each of the previous item is located in the Operations Plan by section or page number.
10.	**Operating record** [18 AAC 60.235; 18 AAC 60.450]
	a. State where will the operating record for the facility be kept. Note: The operating record must contain all documentation listed in 18 AAC 60.235 and be retained in a location readily accessible to DEC and facility employees.

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 done.

1.	**Visual monitoring plan** [18 AAC 60.210(b)(3)(D); 18 AAC 60.800(a)]
	a. Description of the procedures for visual monitoring of the landfill.
	b. Checklist or visual monitoring form including all items in 18 AAC 60.800(a).
2.	**Surface water monitoring plan** (if required by DEC) [18 AAC 60.210(b)(3)(D); 18 AAC 60.810; 18 AAC 60.840]
	a. Information about topography and surface water flow at the landfill.
	b. A detailed map showing permanent sampling site locations and surface water flow direction.
	c. Identification of and information about background and compliance sampling sites, including an explanation of why the sites were chosen.
	d. Specific information about sampling frequency and schedules.
	e. A list of constituents for which samples will be analyzed.
	f. Detailed monitoring procedures as outlined in 18 AAC 60.810(e).
	g. A Quality Assurance and Quality Control Plan providing specific details about sampling and testing methodology.
	h. A statement that monitoring reports will be submitted to DEC within 60 days of receiving laboratory data or by the date(s) stipulated in the permit.
3.	**Groundwater monitoring plan** [18 AAC 60.210(b)(3)(D); 18 AAC 60.217; 18 AAC 60.820; 18 AAC 60.825; 18 AAC 60.830; 18 AAC 60.840]
	a. Information about groundwater hydrology at the landfill including depth to groundwater, direction and velocity of flow, with supporting documentation.
	b. A detailed map showing well locations and groundwater flow direction and rate.
	c. Well drilling logs, soil boring logs and well installation information for all background and compliance wells.
	d. An explanation of how each groundwater monitoring well location was selected, including documentation such as geophysical reports, survey data or maps and any other data used to evaluate subsurface conditions at the site and to determine monitoring well placement.
	e. Specific information about sampling frequency and schedules.
	f. A list of constituents for which samples must be analyzed.
	g. Information about statistical methods that will be used in statistical analysis of the analytical data.
	h. A Quality Assurance and Quality Control Plan providing specific details about sampling and testing methodology.
	i. A statement that monitoring reports will be submitted to DEC within 60 days of receiving laboratory data or by the date(s) stipulated in the permit.

	j. A statement that monitoring reports will be submitted to DEC in the approved format, as shown on the "Groundwater Monitoring Report Format" fact sheet available at DEC offices or on the Solid Waste Program website.
4.	**Explosive gas monitoring plan** [18 AAC 60.210(b)(3)(D); 18 AAC 60.350]
	a. Identification and information about the construction and placement of gas monitoring wells and other monitoring sites.
	b. A detailed map showing gas wells, other monitoring locations, and all structures on and within one-quarter mile of the landfill.
	c. Specific information about sampling frequency and schedules.
	d. Information about equipment and procedures used for methane concentration measurements.
	e. Information about how methane levels will be reported to DEC.
	f. A statement that DEC will be notified immediately if levels exceed limits listed in 18 AAC 60.350.
5.	**Thermal monitoring plan** (if required by DEC) [18 AAC 60.210(b)(3)(D); 18 AAC 60.227; 18 AAC 60.228(b)]
	a. Identification and information about the construction and placement of thermal monitoring wells and sampling frequency or schedules.
	b. A detailed map showing thermal monitoring well locations.
	c. Information about equipment and procedures used for thermal monitoring.
	d. Information about how thermal monitoring results will be reported to DEC.
6.	**Slope stability monitoring plan** (if required by DEC) [18 AAC 60.210(b)(3)(D); 18 AAC 60.320]
	a. Identification and information about the type and location of all monitoring points and monitoring frequency or schedules.
	b. A detailed map showing monitoring monument locations.
	c. Information about equipment and procedures used for monitoring.
	d. Information about how slope stability monitoring results will be evaluated.
	e. Information about how slope stability monitoring results and analysis will be reported to DEC.

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 landfill is within 5 years of closure, a detailed closure plan must be submitted and approved by DEC. The closure plan **must include** the following information.

1.	**Description of the closure process** [18 AAC 60.210(b)(3)(E); 18 AAC 60.210(b)(6); 18 AAC 60.245; 18 AAC 60.270; 18 AAC 60.395; 18 AAC 60.397(c)(3)]
	a. A description of the final cover and appearance of the facility meeting the standards of 18 AAC 60.395.
	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 DEC 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 and when a post-closure care plan will be submitted to DEC for approval.
2.	**Financial information** [18 AAC 60.210(b)(5); 18 AAC 60.210(b)(3)(F); 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 the facility.
	b. The total present-day equivalent cost estimate for an independent contractor to perform post-closure care of the facility.
	c. Demonstration of the mechanism of financial responsibility to cover the cost of closing the landfill and post-closure care which meets the requirements of 40 CFR 258.74.

Section 11. Waiver Requests and Justification

Note: 18 AAC 60.900 allows DEC to grant an exemption from any regulation not required by federal law. However, each waiver request increases the permit application fee by the amount listed on Table I-3 of 18 AAC 60.700.

1.	**Waiver requests must include** [18 AAC 60.210(b)(1)(D)]
	a. A list of each regulation for which you are requesting a waiver, and a detailed justification for each as described in 18 AAC 60.900.