



Department of Environmental Conservation

DEPARTMENT USE ONLY	
DEC APPLICATION NO.	<input type="text"/>
ACTIVITY NUMBER(S)	<input type="text"/>

**Division of Materials Management**  
**APPLICATION FOR A SOLID WASTE MANAGEMENT FACILITY PERMIT**

Please read all instructions before completing this application

Please **TYPE** or **PRINT** clearly

<b>1. APPLICATION TYPE (CHECK ALL APPLICABLE BOXES):</b> <input type="checkbox"/> Initial (New) <input type="checkbox"/> Renewal <input type="checkbox"/> Subsequent Landfill Stage (New) <input type="checkbox"/> Modification	<b>2. APPLICANT IS:</b> <input type="checkbox"/> Facility Owner <input type="checkbox"/> Facility Operator	<b>3. IS APPLICATION FILED BY OR ON BEHALF OF A MUNICIPALITY?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
		If Yes, Name <input type="text"/>

<b>4. FACILITY OWNER'S INFORMATION</b> Name <input type="text"/> Address <input type="text"/> City <input type="text"/> State/Zip <input type="text"/> Phone <input type="text"/> Email <input type="text"/>	<b>5. FACILITY OPERATOR'S INFORMATION</b> Name <input type="text"/> Address <input type="text"/> City <input type="text"/> State/Zip <input type="text"/> Phone <input type="text"/> Email <input type="text"/>	<b>6. ENGINEER'S INFORMATION</b> Name <input type="text"/> NY License # <input type="text"/> Phone <input type="text"/> Firm Name <input type="text"/> Address <input type="text"/> Email <input type="text"/>
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<b>7. FACILITY NAME AND LOCATION (Attach USGS Topo Map showing exact location)</b> Name <input type="text"/> Street <input type="text"/> City/State/Zip <input type="text"/> Town <input type="text"/> County <input type="text"/> Coordinates: NYTM--E <input type="text"/> NYTM--N <input type="text"/>	<b>8. SITE OWNER'S INFORMATION</b> Name <input type="text"/> Address <input type="text"/> City/Town <input type="text"/> State/Zip <input type="text"/> Phone <input type="text"/> Email <input type="text"/>
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<b>9. TYPE OF FACILITY (Check all applicable boxes)</b> <table border="0"> <tr><td>Combustion &amp; Thermal Treatment (362-1)</td><td>Navigational Dredge Mat. H'lding &amp; Recovery(361-9)</td></tr> <tr><td>C &amp; D Debris Handling &amp; Recovery (361-5)</td><td>Nonspecific Facilities (360.17)</td></tr> <tr><td>Composting &amp; Other Organics Processing (361-3)</td><td>Recyclables Handling &amp; Recovery (361-1)</td></tr> <tr><td>Household Hazardous Waste Collection (362-4)</td><td>Research, Development, and Demonstration (360.18)</td></tr> <tr><td>Land Application &amp; Associated Storage (361-2)</td><td>Transfer (362-3)</td></tr> <tr><td>Landfill (363)</td><td>Waste Oil (374-2)</td></tr> <tr><td>Regulated Medical Waste (365)</td><td>Waste Tire Handling &amp; Recovery (361-6)</td></tr> <tr><td>Mulch Processing (361-4)</td><td>Used Cooking Oil &amp; Yellow Grease (361-8)</td></tr> <tr><td>Municipal Solid Waste Processing (362-2)</td><td></td></tr> </table>	Combustion & Thermal Treatment (362-1)	Navigational Dredge Mat. H'lding & Recovery(361-9)	C & D Debris Handling & Recovery (361-5)	Nonspecific Facilities (360.17)	Composting & Other Organics Processing (361-3)	Recyclables Handling & Recovery (361-1)	Household Hazardous Waste Collection (362-4)	Research, Development, and Demonstration (360.18)	Land Application & Associated Storage (361-2)	Transfer (362-3)	Landfill (363)	Waste Oil (374-2)	Regulated Medical Waste (365)	Waste Tire Handling & Recovery (361-6)	Mulch Processing (361-4)	Used Cooking Oil & Yellow Grease (361-8)	Municipal Solid Waste Processing (362-2)		<b>10. NAME(S) OF ALL MUNICIPALITIES SERVED:</b> <input type="text"/>
Combustion & Thermal Treatment (362-1)	Navigational Dredge Mat. H'lding & Recovery(361-9)																		
C & D Debris Handling & Recovery (361-5)	Nonspecific Facilities (360.17)																		
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Land Application & Associated Storage (361-2)	Transfer (362-3)																		
Landfill (363)	Waste Oil (374-2)																		
Regulated Medical Waste (365)	Waste Tire Handling & Recovery (361-6)																		
Mulch Processing (361-4)	Used Cooking Oil & Yellow Grease (361-8)																		
Municipal Solid Waste Processing (362-2)																			

<b>11. SOLID WASTES ACCEPTED:</b> Identify facility capacity and throughput of each waste type, as applicable <input type="text"/>	<b>12. FACILITY SIZE</b> a. Facility size proposed (acres) <input type="text"/> b. Total site area (acres) <input type="text"/> c. Landfill only: Facility size ultimately planned (acres) <input type="text"/> d. Existing landfill area on this site and adjacent properties (acres) <input type="text"/> e. Landfill only: Ultimate facility height above ground level (feet) <input type="text"/>
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**13. IS A VARIANCE REQUESTED FROM ANY PROVISION OF 6 NYCRR PART 360?**  
 Yes    No   If yes, cite specific provision(s)

**14. CERTIFICATION:**                      Corporation                      Partnership                      Sole Proprietorship                      Municipality

I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits was prepared by me or under my supervision and direction and is true to the best of my knowledge and belief, and that I have authority or am authorized as \_\_\_\_\_ of (entity) \_\_\_\_\_

to sign this application pursuant to 6 NYCRR Part 360. I am aware that any false statement made herein is punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

Date \_\_\_\_\_ Signature \_\_\_\_\_ Print Name \_\_\_\_\_

## Instructions for the completion of an Application for a Solid Waste Management Facility Permit

### General

This application form is prescribed by the New York State Department of Environmental Conservation (DEC) for solid waste management facilities pursuant to the requirements of 6 NYCRR Parts 360, 361, 362, 363, 365, and 621. In order to be determined complete, the application must satisfy the requirements established in Subparts 621.3 and 621.4 and the plans, reports, and other supporting information required by Parts 360, 361, 362, 363, 365. Applicants should make every effort to enter the information requested in the spaces provided on this form **but may attach additional sheets where space prohibits full and complete answers**. For the purposes of this form, the term "facility" shall mean "solid waste management facility."

Submit all application materials to the Regional Permit Administrator for the DEC region in which the facility is located, or is proposed to be located. See Part 621 Appendix 1. **Note: The applicant should retain a copy of the completed application form.**

### Item Number

- 1 Check all boxes that pertain to the type of permit sought.  
An initial permit is the first permit the owner or operator receives for the facility. See 360.16  
A permit renewal is used when intending to construct or operate beyond the current permit period. See 360.16(g) and 621.13  
A permit modification is used for any change or amendment whatsoever to a current permit. See 360.16(f), and 621.13
- 2 Check the box that describes the applicant's affiliation with the facility. The applicant must either be the owner of the facility or the entity or person responsible for the overall operation of the facility. See 360.2(b)(13)
- 3 If the application is submitted by or on behalf of a municipality, enter the name of the municipality. See 360.2(b)(179) and (180)
- 4 Identify the entity or person who owns the facility. See definition of "person", 360.2(b)(198)
- 5 Identify the entity or person responsible for the overall management and operation of the facility.
- 6 Identify the individual licensed to practice engineering in the State of New York who is responsible for the design of the facility, and the preparation and certification of any supporting information required to be submitted with this application. Include the name of the firm which employs the engineer, where applicable. See 360.6 and 621.3(a)(1).
- 7 Enter the name and address of the facility. Attach a USGS Topographic Map, or copy of one, showing the exact location of the facility.
- 8 Identify the entity or person who owns the site on which the facility is situated, or who will own the site on which the proposed facility will be situated. See 360.2(b). For new applications, written permission from the owner(s) of land which the facility is to be located is required 360.16(c)(1)(iii).
- 9 Check the box that most closely describes the facility that is the subject of this application. For combination facilities check all applicable boxes. For Research, Development and Demonstration permits and Nonspecific permits, see 360.18 and 360.17, respectively.
- 10 Enter the name of all municipalities in the existing and/or proposed service area of the facility. See 360.2(b)(246) and 360.16(c)(5) & (d).
- 11 Enter the specific wastes to be accepted at the facility.
- 11a If applying for a permit renewal or modification, enter the new or existing "approved design capacity" from the current permit. See 360.2(b)(14)
- 11b For initial permit and permit modification applications, enter the proposed "approved design capacity." See 360.2(b)(14) and (15). Generally, units must be expressed as tons per day, except that waste oil must be in gallons, waste tires must be number of tires, and land application and composting must be dry tons per day.
- 12a Enter the area proposed to be occupied by the facility, not including access roads, appurtenances, and land buffer areas. See 360.2(b)(101)
- 12b Enter the area of the contiguous property on which the facility is situated, including the area of the facility, access roads, appurtenances, land buffer and unused areas.
- 12c For facilities that are to be developed in stages, enter the total facility area that is ultimately proposed, inclusive of all stages.
- 12d For landfills, enter any existing landfill area on the site and on adjacent properties that were subdivided from this site within the previous five years.
- 12e Enter the height of the highest point of the proposed facility as measured from existing ground level.
- 13 Identify all provisions of Part 360 from which a variance is sought. The variance request must satisfy the requirements of 360.10 and 621.3(a)(5). Attach documentation as necessary. A variance request that is submitted on behalf of a facility with a current permit must be submitted as an application for a permit modification.
- 14 The certification block must be completed by the applicant. See 360.16(a) and 621.3(a)(2).