

**NEW YORK DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF MATERIALS MANAGEMENT  
Article 27 Title 23  
VEHICLE DISMANTLING FACILITY INSPECTION REPORT**

FACILITY NAME:		FACILITY ADDRESS:		DATE:	TIME:
INSPECTOR'S NAME:		CODE:	PERSON(S) INTERVIEWED & TITLE(S):		
REGION:	WEATHER CONDITIONS:		FACILITY ID#:	DMV LICENSE / REGISTRATION NUMBER & TYPE:	
SHEET 1 of	CONTINUATION SHEET? <input type="checkbox"/> Yes <input type="checkbox"/> No			PART(S) 360- <input type="checkbox"/> Attached	

Violations of Article 27 Title 23 are Subject to Applicable Civil, Administrative, and Criminal Sanctions and, as appropriate ECL Article 71, the Clean Water and Air Acts.  
Additional and/or Multiple Violations May be Described on the Attached Continuation Sheet.  
This form is a record of conditions which are observed in the field at the time of inspection  
Items marked NI indicate No Inspection and do not mean that no violation has occurred.

<input type="checkbox"/>	DESPITE REFERENCE TO REQUIREMENTS OF 6NYCRR PART 360-1.4(b), FACILITY PERSONNEL REFUSED TO CONSENT TO INSPECTION. THEREFORE, INSPECTION WAS SUSPENDED.	NAME / TITLE OF INDIVIDUAL REFUSING CONSENT
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ARTICLE 27 TITLE 23     ORDER ON CONSENT     COMPLAINT

**C   NI   V   FACILITY MANAGEMENT**

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>1. Less than 1000 waste tires off vehicles are stored onsite. 27-2303(9)</b><br><u>If Violations are observed:</u> Approximate number of waste tires (off vehicles) observed. Does facility have a Part 360 Permit? Are permit conditions met? Describe any permit violations.                            |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>2. Vegetation is controlled to prevent encroachment into fire access lanes or driveways. 27-2303(13)</b><br><u>If Violations are observed:</u> Are fire access lanes impeded by vegetation? Are driveways impeded by vegetation?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>3. Operational Records are available where required:</b><br><b>a. End of life vehicle receipt dates are recorded and maintained on-site. 27-2303(18)</b><br><u>If Violations are observed:</u> Are vehicle receipt dates recorded? Are records available onsite?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>b. Contingency plan describing actions to be taken in the event of a fire, a spill, a release of vehicle waste fluids, or if unauthorized material is received at the facility. 27-2303(17)</b><br><u>If Violations are observed:</u> Does the facility have a contingency plan? Is it available on-site? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>c. Annual report. 27-2303(1)</b><br><u>If Violations are observed:</u> Has the facility submitted an annual report for the previous year? Is a copy of the report available for review on-site?   |

**OPERATION CONTROL**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>4. Solid waste residues, including products left over from vehicle dismantling and blowing litter, are safely handled, processed, and stored, and sufficiently confined or controlled to prevent off-site migration or run-off. 27-2303(14)</b><br><u>If Violations are observed:</u> What measures are taken? Describe observed violations.       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>5. Dust is effectively controlled and does not constitute an offsite nuisance or hazard to health, safety, or property. 27-2303(15)</b><br><u>If Violations are observed:</u> What were the site conditions at the time of inspection? Were measures necessary to control dust? If so, what measures were taken? What were the weather conditions? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>6. On-site vector populations are prevented or controlled, and vector breeding areas are prevented. 27-2303(16)</b><br><u>If Violations are observed:</u> To what extent are vectors observed? What measures have been taken to control/prevent vectors. Are vector breeding areas present? Describe violation.                                    |

**WATER**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>7. Fluids are prevented from entering surface waters and/or ground waters. 27-2303(10)</b><br><u>If Violations are observed:</u> What measures have been taken to prevent fluids from entering surface and ground waters? Is there any evidence of soil staining or other factors indicating ground, ground water, or surface water contamination? If yes, identify and detail each instance of such evidence. |
|--------------------------|--------------------------|--------------------------|---|

**ACCESS**

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>8. Access to the facility is strictly and continuously controlled by fencing, gates, signs or natural barriers. 27-2303(12)</b><br><u>If Violations are observed:</u> What types of control(s) is/are used? Describe violations. Are on site roads passable? Are the roads adequate for the passage of fire and emergency vehicles? |
|--------------------------|--------------------------|--------------------------|--|

I Hereby acknowledge receipt of the Facility Copy of this report

\_\_\_\_\_  
Inspector's Signature

\_\_\_\_\_  
Individual in responsible charge

\_\_\_\_\_  
Signature/Date

**NEW YORK DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF MATERIALS MANAGEMENT  
Article 27 Title 23  
VEHICLE DISMANTLING FACILITY INSPECTION REPORT - Sheet 2**

FACILITY NAME:	LOCATION:	FACILITY ID#:	DATE:	TIME:
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**C**  **NI**  **V**

**WASTE HANDLING**

**9. Vehicle fluids are drained, removed, collected, and stored for appropriate use, treatment, or disposal. 27-2303(3)**

If Violations are observed: How are the fluids drained, removed, or collected? Is there any evidence of soil staining or other factors indicating ground, ground water or surface water contamination? If yes, identify and detail each instance of such evidence. Describe violations.

**10. Fluid draining, removal, and collection activities are conducted on a concrete or equivalent surface and appropriately cleaned. 27-2303(2)**

If Violations are observed: What type of surface is used? Is the surface cleaned daily or more frequently when spillage occurs? Are absorbent materials used, collected, and disposed of properly? What is the condition of the surface? Describe violations.

**11. End of life vehicles are inspected upon arrival for leaking fluids and unauthorized waste. Leaks are remedied or contained. 27-2303(4)**

If Violations are observed: Are the vehicles inspected on arrival? Are leaks remedied and contained? Describe violations.

**12. Prior to vehicle crushing or shredding, the following environmental contaminants are properly drained, removed, deployed, collected, and/or stored in accordance with best management practices. 27-2303(5)**

**Y N NA**

Engine Oil

Front & Rear Axle Fluid

Coolant/Antifreeze

Refrigerants

Air Bags are deployed or removed

**Y N NA**

Transmission Fluid

Brake Fluid

Gasoline

Lead Acid Batteries

Mercury Switches & other mercury containing devices

**Y N NA**

Transaxle Fluid

Power Steering Fluid

Diesel Fuel

Small PCB Capacitors

If Violations are observed: What materials are not removed prior to crushing or shredding? Describe violations.

**13. Fluid stored on bermed concrete or equivalent surfaces. Storage containers are compatible with waste fluid type, in good condition, and clearly and legibly marked 27-2303(6)**

If Violations are observed: Are the fluids stored in appropriate containers, labeled and stored properly? Are the containers in good condition? List any fluids stored in inappropriate containers (specify fluid and type of container). Are the containers closed? What is the condition of the concrete surface? Is the surface bermed? Is there any evidence of soil staining or other factors indicating ground, ground water, or surface water contamination? If yes, identify detail each instance of such evidence. If a concrete surface is not used, list type of surface (including soil).

**14. Lead acid batteries are stored off the ground and covered by a tarp or other means to prevent contact with precipitation, or in a leak proof container 27-2303(7)**

If Violations are observed: Are leaking batteries observed? How are leaking batteries stored? What type of cover is used to keep precipitation off batteries? Is the container leakproof?

**15. Small PCB capacitors, mercury switches, and other mercury-containing devices are stored in appropriate, labeled containers 27-2303(8)**

If Violations are observed: Are PCB and Mercury containing devices stored in appropriate containers? Does the facility use ELVS mercury collection containers? Are the containers storing mercury devices labeled? Are the containers storing PCB capacitors labeled?

**Y**  **N**

**OBSERVATIONS**

**16. Is staining observed on the ground? If so, note color, size, and location. Describe type of fluid, if possible.**

**17. Are signs of erosion or runoff from dismantling pad to ground and surface waters observed? If so, describe what is flowing, color, size, and location.**

**18. Does the facility utilize a mobile vehicle crusher, when needed? If so, provide the company's contact information. If a mobile vehicle crusher is in violation of any of the requirements identified in this report, list all such violations.**

**19. Does the facility have a permanent vehicle crusher on-site?**

**20. Are wetlands, floodplains, streams, or agricultural soils observable on or near the facility?**

**21. Are there known drinking water sources, including private wells, on or near the facility?**

**22. Does facility have a stormwater discharge or other SPDES permit? Has the facility been in contact with the Division of Water?**

**23. Is windshield washer fluid collected and properly stored, reused and/or disposed in accordance with best management practice?**

**24. Are lead tire weights collected and properly stored, reused and/or disposed in accordance with best management practice?**

**OTHER**

On Continuation Sheet identify any other violations and/or comments

**PHOTOS/VIDEO**

On Continuation Sheet provide list of photographs/videos taken during inspection.

I Hereby acknowledge receipt of the Facility Copy of this report

\_\_\_\_\_  
Inspector's Signature

\_\_\_\_\_  
Individual in responsible charge

\_\_\_\_\_  
Signature/Date

NEW YORK DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF MATERIALS MANAGEMENT

**6 NYCRR Part 360**  
**CONTINUATION SHEET**

FACILITY NAME:		LOCATION:		FACILITY ID#:	DATE:	TIME:
INSPECTOR'S NAME:		CODE:	PERSONS INTERVIEWED & TITLES:			
REGION:	WEATHER CONDITIONS:			DMV LICENSE / REGISTRATION NUMBER & TYPE:		
SHEET	of	CONTINUATION SHEET? <input type="checkbox"/> Yes <input type="checkbox"/> No			PART(S) 360-	<input type="checkbox"/> Attached

Violations of Part 360 are Subject to Applicable Civil, Administrative, and Criminal Sanctions Set Forth in ECL Article 71 and as Appropriate, the Clean Water and Air Acts.

Additional Violations May be noted on Sheet one of this inspection report.

Provide site sketches, clarification, supplemental information, locations of photographs or samples and/or locations of violations (uncorrected violations must be described in detail and located on a sketch.)

I Hereby acknowledge receipt of the Facility Copy of this report

\_\_\_\_\_  
Inspector's Signature

\_\_\_\_\_  
Individual in responsible charge

\_\_\_\_\_  
Signature/Date

## GENERAL INSTRUCTIONS

1. This form is to be completed and signed at the inspected solid waste management facility prior to departure.
2. Complete this form in quadruplicate. Submit the Regional Office Copy to the Materials Management Engineer in the Regional Office of the inspected solid waste management facility. Submit the Central Office Copy to the Division of Materials Management, 625 Broadway, Albany, NY 12233-7260. Submit the Facility Copy to the person at the facility who is the individual in responsible charge for the facility's operation. Retain the Inspector's Copy.
3. Print legibly and provide all title block information.
4. Indicate the Facility Code Number corresponding to the type of solid waste management facility inspected. Completion of separate forms will be necessary if a site has more than one solid waste management facility type requiring inspection.
5. Enter the time that inspection begins, based on a twenty-four hour clock (e.g. "0945" for 9:45 AM, "1200" for Noon, or "1630" for 4:30 PM).
6. Designate "Code" as "S" if you are a New York State Department of Environmental Conservation (NYSDEC) inspector, "M" if you are an On-site Environmental Monitor for NYSDEC, "C" if you are an Environmental Conservation Officer for NYSDEC, or "I" if you are an inspector for the New York State Department of Health or a County Health Department.
7. Indicate weather conditions at the beginning of the inspection, and additionally, record significant changes which occur during the inspection.
8. Check box if inspection includes additional Solid Waste Management Facility activities and identify the Part 360 Facility Inspection Report(s) attached.
9. The individual performing the inspection must sign at the location designated as "Inspector's Signature". At the location designated as "Individual In Responsible Charge", have the person at the facility who is in responsible charge for the facility's operation sign and date the Facility Inspection Report. In cases where the individual in responsible charge will not sign, is not present, or was not requested to sign, print "REFUSED TO SIGN", "NOT PRESENT", or "SIGNATURE NOT REQUESTED", and provide the date, time, and your initials.

## FACILITY INSPECTION REPORT INSTRUCTIONS

10. Each requirement on a numbered line is a paraphrase or representation of the Article 27, Title 23. The inspector should read and be familiar with the actual Article 27, Title 23 provisions as indicated by the citations, for the type of solid waste management facility being inspected.
11. Check only one box on each numbered line to indicate Compliance, Violation, or No Inspection. Disregard all requirements expressed on a line, and related citations, that are not applicable to the type of solid waste management facility being inspected.
  - a. Marking "Compliance" on a line (checking "C") means that all requirements expressed on the line and related citations, for the type of solid waste management facility being inspected, are believed to be in compliance based on observations at the time of inspection.
  - b. Marking "Violation" on a line (checking "V") means that at least one requirement expressed on the line and any related citation is in violation. Provide comments to indicate those requirements and citations in violation, those in compliance and those not inspected.

c. Marking "No Inspection" on a line (checking "NI") means that no violations have been found on the line and no inspection has been made with respect to at least one requirement expressed on the line and any related citation, or that all requirements and related citations are not applicable. Provide comments to indicate those requirements and citations in compliance and those not inspected.

12. "OTHER" shall include pertinent operational permit, variance, registration and/or consent order conditions which can be visually observed or measured in the field and are not accounted for on the form. List on a Continuation Sheet all pertinent operational conditions and provide comments to indicate the compliance status of each.

#### **CONTINUATION SHEET INSTRUCTIONS**

13. Complete and attach when necessary to provide site sketches, clarification, supplemental information, locations of photographs or samples, and/or locations of violations. Uncorrected violations must be described in detail and located on a sketch. Do not include non-factual information, such as opinions or recommendations. Where more space is required, attach additional Continuation Sheets.
14. Draw sketches neatly, indicating each location of on-site and off-site violation, photograph, and sample, and adding sufficient information (e.g. access roads, working face, approximate North direction, property lines, wind direction, approximate distances, etc.) to convey the purpose of the sketch.
15. Number each photograph, recording the time, direction of photo, and approximate distance from camera to object photographed on the sketch. Number each sample, recording the sample time on the sketch.