

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Solid Waste Program, Attn. Geraldine Travers
17 State House Station
Augusta, Maine 04333-0017
Telephone: (207) 287-7688

<u>FOR DEP USE ONLY</u>			
ATS ID: _____	Seq: _____	DEP ID: _____	Received by DEP: _____
Bureau: <u>S</u>	Type of Application: <u>WN</u> or <u>WO</u>	Activity: <u>N</u>	Fees Paid: _____
Project Analyst: _____			Check No.: _____

APPLICATION FOR LANDFILL CLOSURE

This form shall be used to request approval for the closure of a landfill, pursuant to 38 MRSA, Section 1301 et seq., and Chapter 401, sections 5&6 of Maine's Solid Waste Management Regulations.

Company and Address Information

Company Name: _____	Telephone: _____
Applicant's Last Name: _____	First Name: _____
Contact Person: _____	Telephone: _____
Applicant Name: _____	Agent/Consultant Name: _____
Telephone: _____	Telephone: _____
Mailing Address: _____	Mailing Address: _____
Street Address: _____	Street Address: _____
Town: _____ State: _____ Zip: _____	Town: _____ State: _____ Zip: _____

Billing Information

Name: _____

Mailing Address: _____

Street Address: _____

Town: _____ State: _____ Zip: _____

Site/Activity Information

Project Description: Landfill Closure – Attenuation Secure (check one)

911 address: _____ GPS Location: _____

Directions: _____

PLEASE SEE PAGE 2 - SIGNATURE REQUIRED

SIGNATURE OF APPLICANT

By signing this application, the applicant certifies that he or she has: (1) published the public notice form once in a newspaper circulated in the area where the project is located, (2) sent a copy of the public notice form to the owners of property abutting the land upon which the project is located, (3) sent a copy of the public notice form to the chief municipal officer and chair of the municipal planning board of the municipality in which the project is located (4) filed a complete copy of this application in the municipal office of the municipality in which the project is located, (5) reviewed the instructions contained in this application form, and (6) reviewed the appropriate state laws that relate to the proposed project.

I certify under penalty of law that I have personally examined the information submitted in this document and all attachments thereto and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the information is true, accurate, and complete. I, the property owner or lessee, authorize the Department to enter the property that is the subject of this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

DATE: _____

NAME: _____
(Applicant)

TITLE: _____
(If other than applicant, attach letter of agent authorization.)

PLEASE CALL GERALDINE TRAVERS AT 287-7865 TO DETERMINE THE FEE FOR A LANDFILL CLOSURE APPLICATION.

INSTRUCTIONS

1. **Please refer to Chapter 400 and Chapter 401, sections 5 & 6 of the “Maine Solid Waste Management Regulations” to understand the standards and requirements for the design and closure of a landfill or landfill expansion.** If you have any questions that arise at any point during the application or review process, please contact the DEP Solid Waste Program staff.
2. Optional Work Plan and Pre-Application meeting. Applicants for closure of a landfill have the option to develop a work plan and meet with DEP staff to discuss development of a complete application for in conformance with the standards and requirements of Chapter 401, sections 5 & 6.
3. Fill out the application completely. INCOMPLETE APPLICATIONS WILL BE RETURNED, CAUSING UNNECESSARY DELAYS IN THE REVIEW PROCESS. All work to support the investigation, design, and construction of a solid waste facility closure must be undertaken by individuals whose training, experience and professional certification is appropriate to accomplish the specific tasks with accuracy and technical proficiency. Reports, plans or other materials submitted in support of the application must bear the signature and, if appropriate, the seal of the individual who drafted or supervised the drafting of each document.
4. Pre-submission meeting. You may request a pre-submission meeting with the Department after you have completed assembling the complete application. The pre-submission meeting is an opportunity for you and department staff to review the completed application to ensure that the necessary information has been included prior to filing the application with the Department. You may request a pre-submission meeting by contacting the project manager.
5. Publish a “Notice of Intent to File” this application once in a newspaper circulated in the area where the project is located. (A form for this notice is attached to this application.) The notice should appear in the newspaper within 30 days prior to filing the application with the DEP.
6. Send by certified mail, a copy of the “Notice of Intent to File” to all the owners of property abutting the project. Their names and addresses can be obtained from town tax maps or local public officials. Abutters must receive notice within 30 days prior to filing the application with the DEP. If your project abuts a road or other public or private right-of-way, the person on the opposite side of the right-of-way must be notified.
7. Send by certified mail, a copy of the “Notice of Intent to File” to the chief municipal officer and to the chairperson of the planning board in the municipality where the project is to be located. If the project is located in an unorganized area, send the notice and application to the appropriate Office of the County Commissioners and the Maine Land Use Regulation Commission, 22 State House Station, Augusta, Maine 04333-0022. The notice must be filed in the appropriate office within 30 days prior to filing with the DEP.
8. Submit to the Department the application along with all attachments, a copy of the “Notice of Intent to File”, and a check for the appropriate application fee made payable to “Treasurer, State of Maine”. Please consult with DEP staff to determine how many copies of the completed application form and supporting reports must be submitted to the Department. In general, three copies of site plans, drawings, soil maps, or other data on sheets larger than 8½" x 14" copies must be submitted unless the staff determines that fewer copies are needed. ALL PLANS SHOULD BE FOLDED TO SIZE 8½" x 11" unless otherwise indicated by DEP staff. Any part of the application which has been prepared by a P.E., C.G. or C.S.S. must be stamped and signed by that person. If the applicant is a corporation, a certificate of good-standing from the Secretary of State must be included.

9. Send one complete copy of the application and any amendments that are subsequently submitted to the Municipal Office of the town within which the project is located. If the project is located in an unorganized area, send the application to the appropriate Office of the County Commissioners and the Maine Land Use Regulation Commission, 22 State House Station, Augusta, Maine 04333-0022. The application must be filed in the municipal office or at the County Commissioners Office and LURC at the time of filing with the DEP.
10. Keep a copy of the completed application for your files. This copy will be helpful in speeding up communications with the DEP staff if any questions arise during the review of the project.
11. Upon the approval by the Department of Environmental Protection, a permit will be issued and sent to the applicant. The applicant should read the permit carefully in order to become familiar with any conditions. Failure to comply with the approved plan or conditions of approval may lead to enforcement action or the revocation of a permit.

1. To be advertised once by the applicant in a newspaper of general circulation in the area of the project locations, within 30 days prior to the filing of the application.
2. To be mailed by certified mail to all abutting landowners, and municipal office of the municipality where the project is located, within 30 days prior to the filing of the application.
3. A copy of the published notice is to be submitted with the application.

NOTICE OF INTENT TO FILE

Please take notice that _____
Type name, address and phone number of applicant

is intending on filing an application with the Maine Department of Environmental Protection (DEP) on or about

_____ pursuant to the provisions of **Title 38 M.R.S.A., Section 1301, et seq.** and
Type estimated submittal date here

06-096 CMR Chapter 400 et seq.

The application is for _____
Type summary of project here

at _____ owned by _____
Type project location here *Type landowner here*

and operated by _____
Type site operator here if different

According to Department regulations, interested parties must be publicly notified, written comments invited, and if justified, an opportunity for public hearing given. A request for a public hearing, or that the Board of Environmental Protection assume jurisdiction of the application, must be received by the Department, in writing, no later than 20 days after the application is accepted by the Department as complete for processing.

The application and supporting documentation are available for review at the Bureau of Remediation and Waste Management (BRWM) at the appropriate DEP regional office, during normal working hours. A copy of the application and supporting documentation may also be seen at the municipal office in

_____ Maine.

Send all correspondence to: Maine Department of Environmental Protection, Bureau of Remediation and Waste Management, 17 State House Station, Augusta, Maine 04333-0017 (207-287-7688 or 1-800-452-1942), or to the appropriate regional office, if known.

REQUIRED INFORMATION FOR APPLICATION FOR CLOSURE OF A LANDFILL

Landfill closure applications must include all information necessary to address the requirements of Chapter 400 and Chapter 401, sections 5 & 6. The application must include all pertinent data and calculations.

1. **Description.** Provide a brief description of the landfill and proposed closure, including the types of wastes landfilled and the conceptual closure design.
2. **Schedule.** Provide a draft schedule for implementing an approved closure plan.
3. **Topographic Map.** Submit the most recent full size U.S.G.S. topographic map (7.5 minute series if available) showing the location of the facility site, the waste handling area, the solid waste boundary and the property boundary. The map must include all surrounding areas within one mile of the waste handling area.
4. **Title, Right, or Interest.** State the number of acres included in the facility site (see Chapter 400 for the definition of "facility site"). Attach copies of deeds, leases, contracts or agreements that establish the applicant's title, right or interest for the facility site.
5. **Abutters.** Attach a copy of the municipal tax map with the facility site and names of abutting property owners clearly marked. Also, include a list of the names and addresses of all the owners of property abutting the facility site.
6. **Notice of intent to file.** Provide a copy of the completed "Notice of Intent to File" and evidence of compliance with the public notice requirements delineated in items 5, 6, and 7 of the instructions.
7. **Financial ability.** Submit evidence that affirmatively demonstrates the financial ability of the applicant to complete the closure and perform post-closure care in a manner consistent with the State environmental standards and laws. Refer to Chapter 400, section 4.B for standards and submission requirements.
8. **Technical ability.** Include evidence that affirmatively demonstrates that the applicant has the technical ability to design and construct the closure and perform post-closure care of the facility. If the proposed closure will be managed by other than the applicant, state the persons or businesses that will be responsible for management and maintenance of the facility. This information should include the applicant's or operator's prior experience and/or appropriate training related to the nature of the proposed facility, and a description of the personnel who will be employed to design, construct, and maintain closure of the facility.
9. **Disclosure statement.** Include the criminal or civil record of the owner, operator, or anyone having a legal interest in the applicant or the facility, as described in Chapter 400, Section 12(A) of the Maine Solid Waste Management Regulations.
10. **Liability Insurance.** Submit proof of liability insurance for sudden and accidental occurrences as required in Chapter 400, section 10. (Applicants who are public entities are exempt from this requirement.)
11. **Financial Assurance.** Submit all information and documentation necessary to demonstrate that the owner or operator of the landfill is providing sufficient financial assurance in conformance with the requirements of Chapter 400, section 11.
12. **Other authorizations.** Identify all environmental or land use licenses, permits, or authorizations which are or may be required by any governmental agency. Indicate those now held with an asterisk(*); indicate when the remaining licenses and permits will be obtained.

Building permit:

Waste discharge license:

NRPA license:

Plumbing permit:

Highway entrance license:

Air emissions license:

Other (describe):

Site Assessment Report. Submit a site assessment report in conformance with the requirements of Chapter 401, section 5.F.

13. Engineering Design and Report. Submit an engineering design and report sufficient to meet the standards and requirements of Chapter 401, sections 5.G and 5.I, and section 5.H if applicable. This report must include an erosion & sedimentation control plan as required by Chapter 400, section 4.J and runoff/infiltration information as required by Chapter 400, section 4.M.

14. Application Drawings. Include drawings prepared to meet the requirements of Chapter 401, section 5.D(4).

15. Test Pad Program. Applicants may propose a barrier soil test pad program in conformance with the requirements of Chapter 401, section 5.J to demonstrate that the proposed barrier soil material and construction methods will result in a barrier soil meeting the standards of Chapter 401, section 5.G.

16. Quality Assurance Plan. Submit a quality assurance plan that meets the requirements of Chapter 401, section 5.K.

17. Construction Contract Bid Documents. Submit construction contract bid documents in accordance with the requirements of Chapter 401, section 5.L.

18. Post-Closure Monitoring and Maintenance Plan. Submit a site characterization water quality report and a proposed water quality monitoring program prepared in accordance with the requirements of Chapter 401, section 6.A and Chapter 405.

19. If a variance or variances are being requested as part of this application, specify the nature of the variance and the justification for why it should be granted. Refer to Chapter 400, Section 13 of the Solid Waste Management Rules for the standards and submissions required in this variance application.

END