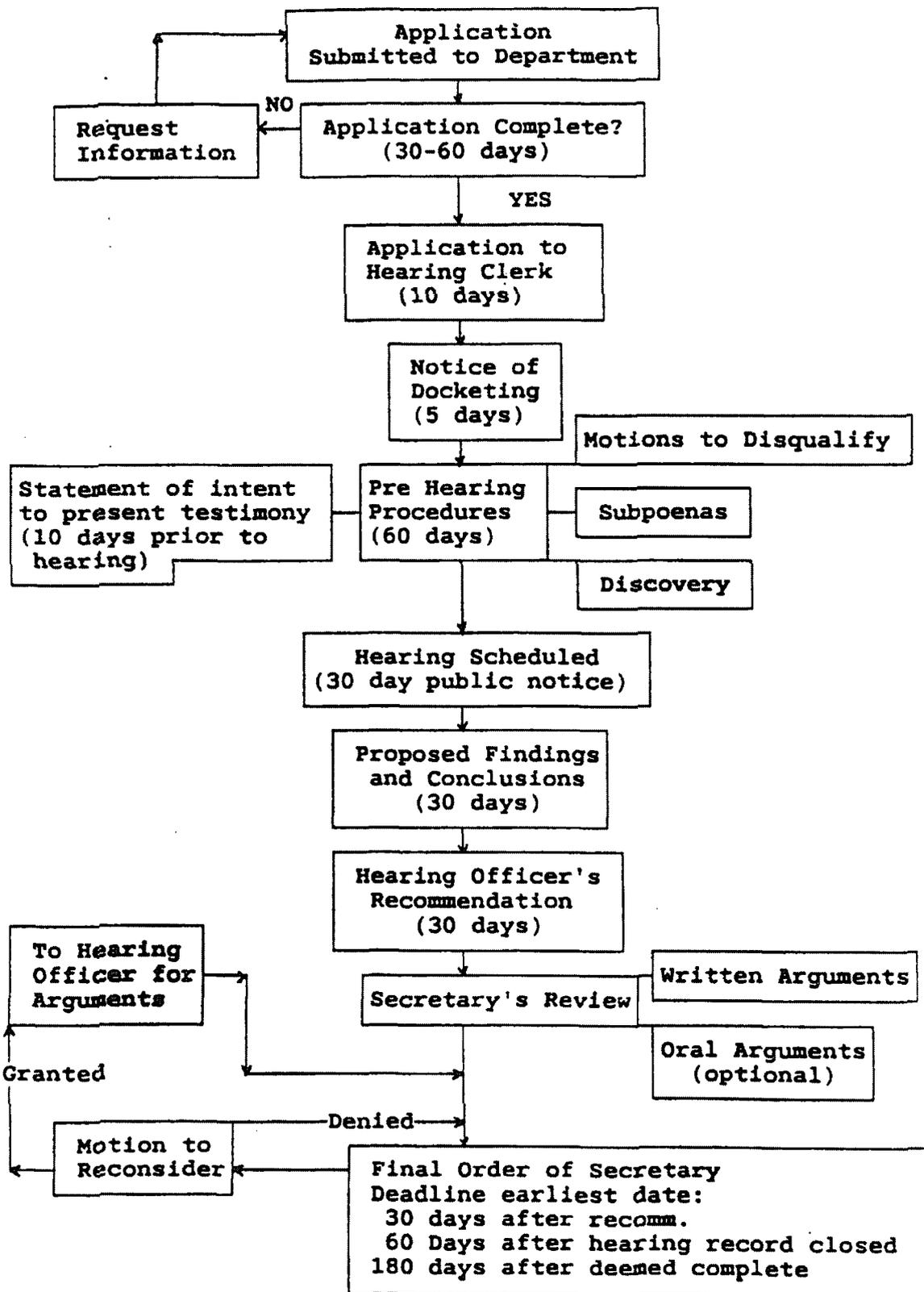
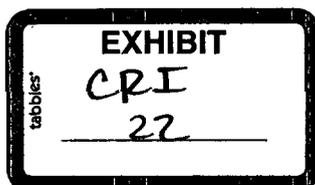


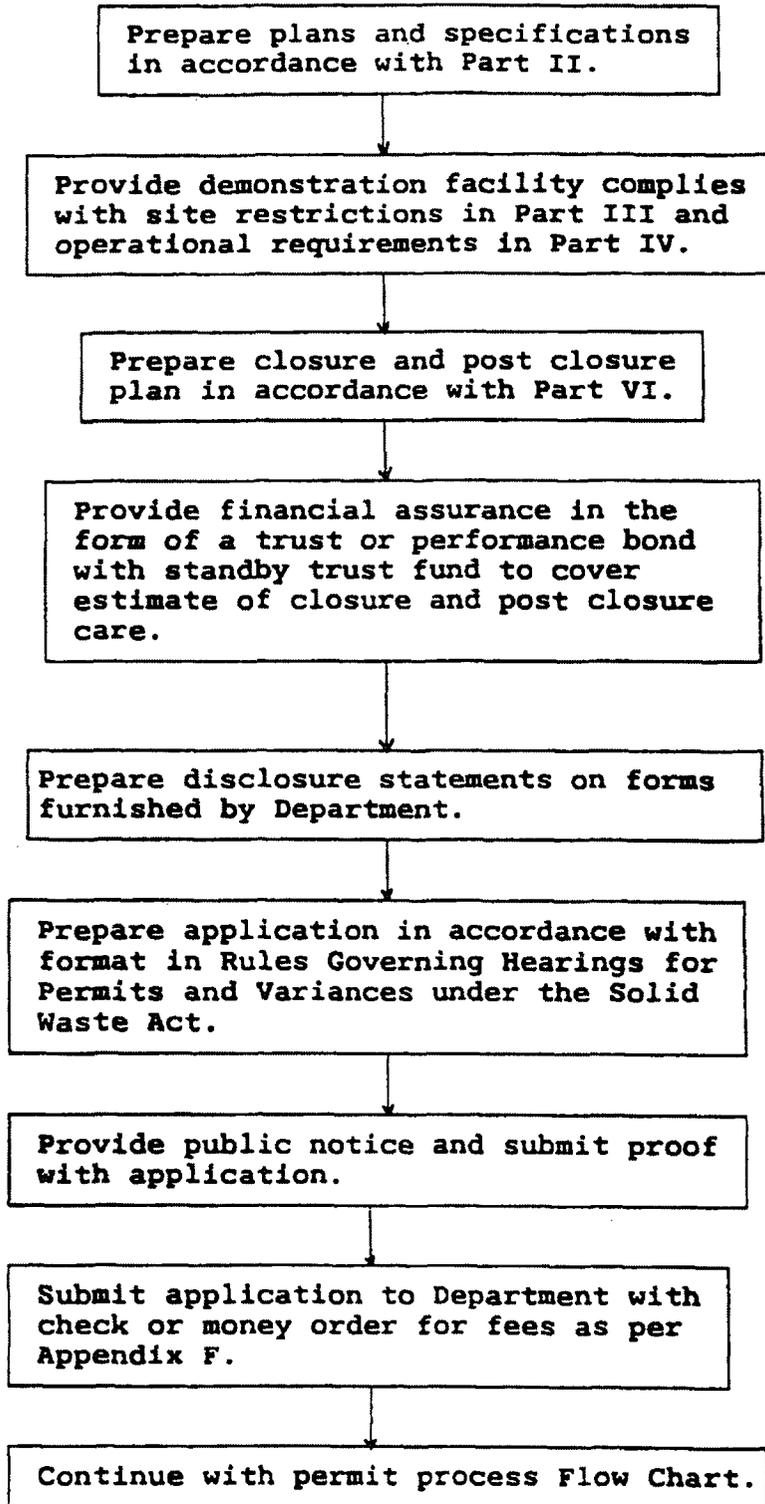
**Permit Process
Flow Chart**



By JDD/rg 2/5/92



Permit Application
Flow Chart



SOLID WASTE FACILITY
PERMIT APPLICATION CHECKLIST

Part I: Pre Review Information

Facility name: _____

Type of facility: _____

Date application submitted: _____

Application reviewed by: _____

Location:

County: _____

Twp: _____ Rge: _____ Sec: _____ 1/4 Sec: _____

Lat: _____ Long: _____

Owner/Operator _____

Mailing address: _____

Does the proposed facility require a permit as a "Solid Waste Facility"(defined in §105.HHH of the 1992 SWMR-3)? Yes _____ No _____

Application fee paid? Yes _____ No _____

Proof of Public Notice provided? Yes _____ No _____

Application filed in duplicate? Yes _____ No _____

Documents in proper format? Yes _____ No _____

Financial assurance provided, if required? Yes _____ No _____

Applicant disclosure provided? Yes _____ No _____

Facility plans & drawings signed & sealed by a P. E. registered in New Mexico? Yes _____ No _____

Part II: General Information

Does site information contain:		
Name & address of applicant?	Yes _____	No _____
Name & address of property owner?	Yes _____	No _____
Name & address of party responsible for site operation?	Yes _____	No _____
Legal description & maps of proposed facility site?	Yes _____	No _____
Including (for surrounding area):		
Land Use?	Yes _____	No _____
Zoning?	Yes _____	No _____
If exploration holes were drilled, is there certification that plugging & sealing was done in accordance With State Engineers requirements?	Yes _____	No _____
If a water supply is present at the facility,		
Is its source provided?	Yes _____	No _____
Is its location provided?	Yes _____	No _____
Is any other site information required?	Yes _____	No _____
Does operational information include:		
Means of odor control & mitigation?	Yes _____	No _____
Listing and description of equipment to be used at the facility:		
Number?	Yes _____	No _____
Type?	Yes _____	No _____
Size?	Yes _____	No _____
A narrative description of the General Operating Plan for the proposed facility, including:		
Waste origin?	Yes _____	No _____
Expected waste composition?	Yes _____	No _____
Daily weight or volume of waste proposed to be received?	Yes _____	No _____
Process to be used?	Yes _____	No _____
Daily operational methodology?	Yes _____	No _____
Expected loading rate?	Yes _____	No _____
Proposed capacity?	Yes _____	No _____
Expected facility life?	Yes _____	No _____
A plan for an alternate waste handling or disposal system to be used when the facility is not in operation because of equipment breakdown or other problems?	Yes _____	No _____
Operating hours of facility?	Yes _____	No _____

Does the information provided contain plans for transportation to and from the facility, including:

Size of vehicles delivering waste to and/or removing waste from the facility?	Yes _____	No _____
Number of above vehicles?	Yes _____	No _____
Employee traffic ?	Yes _____	No _____
Routes of waste vehicles?	Yes _____	No _____
Routes of employee vehicles?	Yes _____	No _____
Suitability of roads traveled?	Yes _____	No _____
Suitability of bridges crossed?	Yes _____	No _____
Measures for controlling traffic caused:		
Litter?	Yes _____	No _____
Dust?	Yes _____	No _____
Noise?	Yes _____	No _____
Other impacts of traffic to & from the facility?	Yes _____	No _____

Remarks: _____

PERMIT APPLICATION CHECKLIST
LANDFILL

Facility name: _____

Location: _____

Does the Permit Application contain the following information:

A schedule of filling? Yes _____ No _____
Method(s) of compacting waste? Yes _____ No _____

Proof that all waste disposal and
waste handling areas are:

At least 50 feet from the property
boundaries? Yes _____ No _____

At the time of application, at least
500 feet from the nearest:

Residence? Yes _____ No _____

School? Yes _____ No _____

Hospital? Yes _____ No _____

Institution? Yes _____ No _____

Church? Yes _____ No _____

Type(s) of daily cover? Yes _____ No _____

Source(s) of daily cover? Yes _____ No _____

Type(s) of final cover? Yes _____ No _____

Source(s) of final cover? Yes _____ No _____

Maps or plans of proposed facility,
drawn to scale? Yes _____ No _____

Do maps or plans indicate locations of:

Groundwater monitoring wells? Yes _____ No _____

Landfill gas monitoring points? Yes _____ No _____

Salvage operations? Yes _____ No _____

Borrow areas? Yes _____ No _____

Fill areas? Yes _____ No _____

Water wells? Yes _____ No _____

Gas &/or oil wells? Yes _____ No _____

Fire protection? Yes _____ No _____

And provisions for:

Concealing site from public view? Yes _____ No _____

Reducing noise? Yes _____ No _____

LANDFILL

Topographic map(s) of the landfill site drawn to a scale of 200 feet to the inch or larger;

with the contour interval not exceeding 2 feet if the relief is less than 50 feet, or exceeding 5 feet if the relief is greater than 50 feet?

Yes _____ No _____
 Yes _____ No _____

With property boundaries indicated?

The most recent full size U.S.G.S. topographic map (7 1/2 minute series, if available) showing:

Waste facility boundary?

Yes _____ No _____

Existing utilities & structures within 500 feet of the site boundary?

Yes _____ No _____

The most recent U.S.G.S., Army Corps of Engineers or Federal Insurance Administration 100 year floodplain map of the area (if available)?

Yes _____ No _____

A description of the geology of the site with sufficient data to characterize the aquifer(s) below & in the vicinity of the site; including:

A plan for obtaining the necessary geologic information?

Yes _____ No _____

A background water quality assessment (established in accordance with § 202.A.8.b of the SWMR) which includes:

Groundwater depth?

Yes _____ No _____

Flow Direction?

Yes _____ No _____

Gradient?

Yes _____ No _____

Velocity?

Yes _____ No _____

A boring plan which indicates:

A sufficient number of borings* or other suitable geological data to provide a representative sampling of soils at the proposed site?

Yes _____ No _____

A description of the drilling method(s)?

Yes _____ No _____

A description of the sampling method(s)?

Yes _____ No _____

* Note: Until initial test holes are drilled and the soil samples analyzed as required in §202.A.8.c.1&2, d&e (1992 SWMR-3), the exact number, locations and depths of borings required to characterize a proposed landfill site is indeterminable. The applicant, therefore, should include in the boring plan at least the minimum number of borings required in §202.A.8.c (1992 SWMR-3) or submit an alternate plan for Department approval.

LANDFILL

A demonstration that the facility will not discharge contaminants in exceedance of Commission regulations including:

The use of the geologic regime* to demonstrate that leachate will not have the potential to migrate to groundwater? Yes _____ No _____

* Note: This requires that samples from site assessment borings have been acquired and analyzed to characterize the geologic regime.

The use of engineered structures designed & constructed specifically for pollution control? Yes _____ No _____

The use of a water balance analysis if in conjunction with another method?* Yes _____ No _____

* Note: Any combination of these demonstrations may be required.

An analysis of surface water flow, including:
Direction? Yes _____ No _____
Rate? Yes _____ No _____

A demonstration that the landfill will not discharge contaminants in violation of Commission regulations? Yes _____ No _____

Surface water control systems, including:
Diversion? Yes _____ No _____
Collection? Yes _____ No _____
Conveyance? Yes _____ No _____
Erosion control? Yes _____ No _____
Sedimentation control? Yes _____ No _____
Treatment? Yes _____ No _____
Storage? Yes _____ No _____
Discharge? Yes _____ No _____

Distance of facility site from the closest FAA approved airport & demonstration of compliance with the most current FAA regulations (10,000 feet from any runway end used or planned for use by turbine powered aircraft & 5000 feet from any runway end used only by piston powered aircraft)? Yes _____ No _____

LANDFILL

Regarding public & private water supplies located within a 1 mile radius of the site boundaries & 3 miles downgradient from the site:

Location(s)?	Yes _____	No _____
Name(s)?	Yes _____	No _____
Within 300 feet of the proposed facility, the locations of:		
High tension power lines?	Yes _____	No _____
Pipelines?	Yes _____	No _____
Railroads?	Yes _____	No _____
Public roads?	Yes _____	No _____
Private roads?	Yes _____	No _____

Regarding proposed all weather access roads to & within the proposed permit area:

Location?	Yes _____	No _____
Slopes?	Yes _____	No _____
Grades?	Yes _____	No _____
Road lengths?	Yes _____	No _____
Load limits?	Yes _____	No _____
Facility entrance?	Yes _____	No _____
Facility exit?	Yes _____	No _____

Locations of:

Barriers?	Yes _____	No _____
Fences?	Yes _____	No _____
Other similar structures?	Yes _____	No _____

Prevailing wind directions? Yes _____ No _____

Proof that the facility will not destroy or adversely modify critical habitat of endangered or threatened species? Yes _____ No _____

Closure plans?* Yes _____ No _____
Post closure plans?* Yes _____ No _____

* Per §501 (1992 SWMR-3)

Contingency plans to cope with exceedance of any regulations regarding:

Groundwater?	Yes _____	No _____
Surface water?	Yes _____	No _____
Air Quality?	Yes _____	No _____
Decomposition gas?	Yes _____	No _____
Any other applicable regulations?	Yes _____	No _____

LANDFILL

Plans & specifications for groundwater monitoring systems, including a minimum of four monitor wells for any landfill, placed as follows:

At least 1 well upgradient from the facility, located as far from the waste boundary as possible? Yes _____ No _____

3 wells placed downgradient from the landfill, inside the facility boundaries, but no more than 100 feet from the waste boundaries? Yes _____ No _____

Is vadose zone monitoring proposed? Yes _____ No _____

If yes, do plans meet the requirements of §202.C (1992 SWMR-3)? Yes _____ No _____

Is a liner proposed? Yes _____ No _____
If yes, do plans & specifications meet the requirements set forth in §202.D (1992 SWMR-3)? Yes _____ No _____

Is a leachate collection system proposed? Yes _____ No _____

If yes, do the plans & specifications meet the requirements of §202.E (1992 SWMR-3) including:
A written leachate management plan describing the anticipated amounts of leachate, duration of generation & final disposal options for the leachate? Yes _____ No _____

Is a gas management plan proposed? Yes _____ No _____

If yes, are the requirements of §202.G.1 (1992 SWMR-3), i.e., designs for a gas control system, met? Yes _____ No _____

If gas recovery is to be used, are all of the requirements of §202.G.2 (1992 SWMR-3) satisfied? Yes _____ No _____

Remarks: _____

**PERMIT APPLICATION CHECKLIST
TRANSFORMATION FACILITY**

Facility name: _____

Location: _____

Does the Permit Application contain the following information:

Regarding ash, residue or wash water produced by operation of the facility; actual or expected:

Physical composition?	Yes _____	No _____
Chemical composition?	Yes _____	No _____
Proposed location for:		
Disposal?	Yes _____	No _____
Storage?	Yes _____	No _____
Processing?	Yes _____	No _____
Proposed method for:		
Disposal?	Yes _____	No _____
Storage?	Yes _____	No _____
Processing?	Yes _____	No _____

Regarding unmarketable waste generated by the process, the plans for:

Separation?	Yes _____	No _____
Storage?	Yes _____	No _____
Ultimate disposal?	Yes _____	No _____
Temporary storage of bulky wastes?	Yes _____	No _____

The minimum & maximum volumes of material or waste to be stored?

Yes _____ No _____

The minimum & maximum times the material or waste is to be stored?

Yes _____ No _____

Detailed plans, drawings & information including:

The most recent full size U.S.G.S. topographic map (7 1/2 minute series, if printed) of the area, showing:

The waste facility boundary?	Yes _____	No _____
Property boundary?	Yes _____	No _____
Existing utilities?	Yes _____	No _____
Structures within 500 feet of the facility boundary?	Yes _____	No _____

TRANSFORMATION FACILITY

Within 300 feet of the proposed facility
the location of:

- High tension power lines? Yes _____ No _____
- Pipelines? Yes _____ No _____
- Railroads? Yes _____ No _____
- Public & private roads? Yes _____ No _____

Regarding buildings & related facilities
which will be used in the operation:

- Location? Yes _____ No _____
- Size (horizontal & vertical)? Yes _____ No _____
- Transformation unit? Yes _____ No _____
- Feed area (charging unit)? Yes _____ No _____
- Ash load-out? Yes _____ No _____

Conveyors?

- Yes _____ No _____

Ramps?

- Yes _____ No _____

Other devices to move waste material through
the process?

- Yes _____ No _____

Control room & equipment?

- Yes _____ No _____

An operation & maintenance manual which
includes:

- Current policies? Yes _____ No _____
- Procedures? Yes _____ No _____
- Operating requirements for the various
stages of transformation? Yes _____ No _____

All information that would enable facility
personnel & persons evaluating the
operation of the facility to determine the
operation sequence, plans, diagrams,
policies, procedures & legal requirements
which must be followed for orderly &
successful operation?

- Yes _____ No _____

Contingency plans to cope with exceedance of
any applicable standards?

- Yes _____ No _____

A description of the facility which includes:

A sequential description of the major
components used in treating the waste from
delivery at a weigh scale to loading
operations?

- Yes _____ No _____

Procedures for:

- Facility start up? Yes _____ No _____
- Scheduled shut downs? Yes _____ No _____
- Unscheduled shut downs? Yes _____ No _____

TRANSFORMATION FACILITY

A description of:

- Potential safety hazards? Yes _____ No _____
- Methods of control, including:
 - Arrangements to detect explosion potential? Yes _____ No _____
 - Equipment installed to minimize the impact of explosion? Yes _____ No _____

A description of personnel safety equipment & protective gear, including:

- Showers? Yes _____ No _____
- Eye wash? Yes _____ No _____
- Fire extinguisher? Yes _____ No _____
- Hoses? Yes _____ No _____
- Hard hats? Yes _____ No _____
- Safety goggles? Yes _____ No _____
- Hearing protection? Yes _____ No _____
- Proposed personnel hygiene facilities? Yes _____ No _____

Operation plans containing a process flow diagram or displays to illustrate the complete material & process sequence? Yes _____ No _____

- Plans must depict, for all material flow streams anticipated for the facility, the major equipment associated with the:
- Processing? Yes _____ No _____
 - Heating? Yes _____ No _____
 - Cooling? Yes _____ No _____
 - Transportation? Yes _____ No _____
 - Storage? Yes _____ No _____
- Material flow streams showing all:
- Inputs? Yes _____ No _____
 - Outputs? Yes _____ No _____

Identification & permit number(s) of the landfill(s) which will receive the residue & bypass waste? Yes _____ No _____

Remarks: _____

**PERMIT APPLICATION CHECKLIST
COMPOSTING FACILITY**

Facility name: _____

Location: _____

Does the Permit Application contain the following information:

Regarding input materials, the methods of:

Measuring?	Yes _____	No _____
Shredding?	Yes _____	No _____
Mixing?	Yes _____	No _____
Proportioning?	Yes _____	No _____

A description of temperature monitoring equipment?

Yes _____ No _____

Location(s) of all temperature (& any other) monitoring equipment?

Yes _____ No _____

Frequency of monitoring?

Yes _____ No _____

A description of any proposed additive material, including:

Quantity?	Yes _____	No _____
Quality?	Yes _____	No _____
Frequency of use?	Yes _____	No _____

Special precautions or procedures for operation during:

Wind?	Yes _____	No _____
Heavy rain?	Yes _____	No _____
Snow?	Yes _____	No _____
Freezing conditions?	Yes _____	No _____

Estimated composting time duration (the period from initiation of the composting process to completion)?

Yes _____ No _____

For windrow systems, the windrow construction, including:

Width?	Yes _____	No _____
Length?	Yes _____	No _____
Height?	Yes _____	No _____

The method of aeration, including:

Turning frequency or mechanical aeration equipment?	Yes _____	No _____
Aeration capacity?	Yes _____	No _____

COMPOSTING FACILITY

A general description of:

The ultimate use for the compost? Yes No
The method for removal from the site? Yes No

A plan for the disposal of finished compost which cannot be used in the expected manner due to poor quality or change in market conditions? Yes No

For in vessel composting systems:

A process flow diagram of the entire process, including:
All major equipment? Yes No
Flow streams? Yes No

Remarks: _____

PERMIT APPLICATION CHECKLIST
TRANSFER STATION

Facility name: _____

Location: _____

Does the Permit Application contain the following information:

Plans of the proposed facility, indicating:

Location(s) of buildings currently in use
within 100 feet of the facility, drawn to
scale? Yes _____ No _____

Location of :
Solid waste storage areas drawn to scale? Yes _____ No _____
Loading areas drawn to scale? Yes _____ No _____

Regarding rinse water &/or leachate:
Collection? Yes _____ No _____
Treatment? Yes _____ No _____
Disposal? Yes _____ No _____

Frequency of solid waste:
Deposit? Yes _____ No _____
Pickup? Yes _____ No _____

Method of transport? Yes _____ No _____

Destination? Yes _____ No _____

Remarks: _____

PERMIT APPLICATION CHECKLIST
RECYCLING & PROCESSING FACILITIES

Facility name: _____

Location: _____

Does the Permit Application contain the following information:

A description of the survey & analysis process used to determine the characteristics of the solid waste to be processed? Yes _____ No _____

Plans, to scale, of all structures used for:

Processing?	Yes _____	No _____
Storage?	Yes _____	No _____
Alternate storage?	Yes _____	No _____
Disposal capability?	Yes _____	No _____

Plans describing:

Sampling capability?	Yes _____	No _____
Locations designed into the facility so the process stream can be safely sampled & analyzed?	Yes _____	No _____

Plans describing methods for the containment &/or removal of residues & spills in a manner that protects the public health, safety & the environment? Yes _____ No _____

An operation & maintenance manual which addresses all of the operating requirements for the proposed facility? Yes _____ No _____

Remarks: _____

**PERMIT APPLICATION CHECKLIST
FACILITIES ACCEPTING SPECIAL WASTE**

Facility name: _____

Location: _____

Does the Permit Application contain the following information:

A complete description of the types of waste to be accepted? Yes _____ No _____

The anticipated amount & frequency of disposal of the wastes? Yes _____ No _____

The method of disposal? Yes _____ No _____

A copy of the disposal management plan for those special wastes not otherwise specified with disposal requirements per §710 (1992 SWMR-3)? Yes _____ No _____

Emergency & mitigation measures in case of a spill or leak? Yes _____ No _____

Any other information requested by the Department? Yes _____ No _____

Remarks: _____

