

Name of Applicant:	Name of Facility:
Business Address: City: State: Zip Code: Phone: Email:	Facility Address: City: State: Zip Code: Phone: Email:
Signature:	Date:

*Please reference the appropriate section of WAC 173-350 for full requirements.

<input type="checkbox"/> Location Requirements WAC 173-350-220(3)	Location of documents in application	Complete (SHD ONLY)
There are no specific location standards for composting facilities subject to this chapter; however composting facilities must meet the requirements provided under WAC 173-350-040		<input type="checkbox"/>

<input type="checkbox"/> Design Standards WAC 173-350-220(4) Describe how the facility meets the regulatory requirements in the supporting documents. Indicate the location of all documents.	Location of documents in application	Complete (SHD ONLY)
Composting facilities must be designed and constructed such that: (4)(a)		
<ul style="list-style-type: none"> The facility can be operated to meet the requirements of WAC 173-350-040 		<input type="checkbox"/>
<ul style="list-style-type: none"> The facility can be operated to promote controlled, aerobic decomposition. Must take into account porosity, nutrient balance, pile oxygen, pile moisture, pile temperature, and retention time of composting 		<input type="checkbox"/>
Engineering reports, engineering plans, and engineering specifications prepared by a professional engineer licensed in the state of Washington that address the following: (4)(b)		
<ul style="list-style-type: none"> An engineering report that presents the design basis and calculations for the engineered features of the facility 		<input type="checkbox"/>
<ul style="list-style-type: none"> Scale drawings of the facility 		<input type="checkbox"/>
<ul style="list-style-type: none"> Design specifications for the engineered features of the facility 		<input type="checkbox"/>
<ul style="list-style-type: none"> A construction quality assurance plan 		<input type="checkbox"/>
Public access roads designed to prevent traffic congestion, traffic hazards, dust and noise pollution (4)(c)		<input type="checkbox"/>
A description of how the facility will manage stormwater and leachate (4)(d)		<input type="checkbox"/>
Stormwater management features meet the requirements of (4)(e) including:		

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<ul style="list-style-type: none"> Leachate conveyed to leachate holding pond, tank or other containment/treatment structure 		<input type="checkbox"/>
<ul style="list-style-type: none"> Stormwater and leachate collection and conveyance structures must be designed on the volume of water resulting from a twenty-five-year storm event 		<input type="checkbox"/>
<ul style="list-style-type: none"> Leachate storage structures must be of adequate capacity to store normal maximum volume of leachate 		<input type="checkbox"/>
<ul style="list-style-type: none"> For registered dairies, design and installation meet Natural Resources Conservation Service for a waste storage facility in the Washington Field Office Technical Guide NA <input type="checkbox"/> 		<input type="checkbox"/>
<ul style="list-style-type: none"> Leachate holding ponds other than registered dairies: 	NA <input type="checkbox"/>	
<ul style="list-style-type: none"> Liner consists of a minimum 30-mil thickness geomembrane overlying a structurally stable foundation to support the liners and the contents of the impoundment, or a high density polyethylene geomembranes at least 60-mil thick to allow for proper welding, or an alternative design approved by the SHD during the permitting process 		<input type="checkbox"/>
<ul style="list-style-type: none"> Dikes and slopes designed to maintain their structural integrity under conditions of a leaking liner and capable of withstanding erosion from wave action, overfilling, or precipitation 		<input type="checkbox"/>
<ul style="list-style-type: none"> Freeboard equal to or greater than eighteen inches to avoid overtopping from wave action, overfilling, or precipitation, or other engineering controls approved by SHD during the permitting process 		<input type="checkbox"/>
<ul style="list-style-type: none"> Review and approval by Dam Safety Section of the department for ponds designed to impound more than ten (10) acre feet NA <input type="checkbox"/> 		<input type="checkbox"/>
<ul style="list-style-type: none"> Tanks used to store leachate meet design standards in WAC 173-350-330(4)(b) NA <input type="checkbox"/> 		<input type="checkbox"/>
Compost pads for incoming feedstocks, active composting and curing meet the requirements of (4)(f) including:		
<ul style="list-style-type: none"> Pad curbed or graded in a manner to prevent ponding, run-on and runoff, and direct all leachate to collection devices. Design calculations based upon the volume of water resulting from a twenty-five-year storm event as defined in WAC 173-350-100 		<input type="checkbox"/>
<ul style="list-style-type: none"> Pad constructed over subgrades that provide sufficient bearing capacity to support the weight of the pad, the materials placed on them, and the equipment used in handling the materials 		<input type="checkbox"/>
<ul style="list-style-type: none"> Entire surface area of the compost pad designed to maintain its structural and hydraulic integrity against loads resulting from any machinery used for feedstock and compost handling activities, and from surface wear or damage caused by feedstock and compost handling, or by active composting at the facility 		<input type="checkbox"/>
<ul style="list-style-type: none"> Pad constructed of materials such as concrete (with sealed joints), asphaltic concrete, or soil cement to prevent subsurface soil and ground water contamination 		<input type="checkbox"/>
Map or diagram that shows all buildings or working sites on the property, including offices, scales, bathrooms, equipment locations, etc.		<input type="checkbox"/>
Traffic pattern or traffic flow diagrams		<input type="checkbox"/>
Maps of safety equipment and spill kit(s) locations		<input type="checkbox"/>

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Equipment schematics for specialized equipment that is integral to the compost process		<input type="checkbox"/>
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<input type="checkbox"/> Documentation Requirements WAC 173-350-220(5)	Location of documents in application	Complete (SHD ONLY)
<p>Within thirty days of completing construction, the owner or operator of a composting facility must provide copies of the construction record drawings for engineered features at the facility and a report documenting facility construction, including the results of observations and testing carried out as part of the construction quality assurance plan</p> <p>NA <input type="checkbox"/> if not new construction</p>	Acknowledged <input type="checkbox"/>	

<input type="checkbox"/> Plan of Operations WAC 173-350-220(6) Describe how the facility meets the regulatory requirements in the supporting documents. Indicate the location of all documents.	Location of documents in application	Complete (SHD ONLY)
The owner or operator of a composting facility must create a plan of operation to address the following:		
<ul style="list-style-type: none"> List of feedstocks to be composted, including a general description of the source of feedstocks 		<input type="checkbox"/>
<ul style="list-style-type: none"> A discussion on types and amounts of feedstocks including basic calculations showing that they can achieve an acceptable mix of materials for efficient decomposition 		<input type="checkbox"/>
<ul style="list-style-type: none"> Procedures and criteria for ensuring that only the feedstocks described will be accepted. This includes a plan for rejecting feedstocks contaminated with greater than five percent physical contaminants by volume, or a plan to accept and separate contaminated loads from noncontaminated loads, and reduce physical contaminants to an acceptable level prior to composting 		<input type="checkbox"/>
<ul style="list-style-type: none"> Procedures for handling unacceptable wastes 		<input type="checkbox"/>
<ul style="list-style-type: none"> A description of how wastes and organic materials including incoming feedstocks, composting, curing, and composted materials are to be handled on-site during the facility's active life 		<input type="checkbox"/>
<ul style="list-style-type: none"> Compost process monitoring plan, including compost mix (carbon to nitrogen ratio), temperature, moisture, and porosity 		<input type="checkbox"/>
<ul style="list-style-type: none"> Pathogen reduction plan 		<input type="checkbox"/>
<ul style="list-style-type: none"> Representative sampling and analysis plan for the composted material 		<input type="checkbox"/>
<ul style="list-style-type: none"> Maximum site capacity for all materials on site. Processing capacity in tons or cubic yards of solid waste feedstocks processed in a given amount of time. SHD may require monthly or annual processing capacity 		<input type="checkbox"/>
<ul style="list-style-type: none"> A description of all equipment and purpose 		<input type="checkbox"/>
<ul style="list-style-type: none"> A description of training for the operator and employees 		<input type="checkbox"/>
<ul style="list-style-type: none"> Control air contaminants such as dust and nuisance odors to prevent other contaminants from migrating beyond property boundaries. 		<input type="checkbox"/>

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<ul style="list-style-type: none"> • A description of how staff will document and respond to nuisance odor complaints 		<input type="checkbox"/>
<ul style="list-style-type: none"> • A description of facility and operational features to prevent nuisance odors beyond the facility's property boundary, as determined by SHD, Ecology, or the air authority 		<input type="checkbox"/>
<ul style="list-style-type: none"> • A description of facility maintenance activities that encompass nuisance odor prevention and control 		<input type="checkbox"/>
<ul style="list-style-type: none"> • A description of how feedstocks with high moisture or the potential for high odors will be managed to reduce nuisance odors upon receipt, and through the composting process. 		<input type="checkbox"/>
<ul style="list-style-type: none"> • A description of how the facility will prevent the attraction of vectors 		<input type="checkbox"/>
<ul style="list-style-type: none"> • Procedure to reduce physical contaminants in composted material to meet testing parameters in Table 220-B 		<input type="checkbox"/>
<ul style="list-style-type: none"> • Provide product labeling per WAC 173-350-220(6)(f)(iii)(D) 		<input type="checkbox"/>
<ul style="list-style-type: none"> • Leachate management plan 		<input type="checkbox"/>
<ul style="list-style-type: none"> • Stormwater management plan 		<input type="checkbox"/>
Inspect the facility to prevent malfunctions and deterioration, operator errors and discharges that may cause or lead to the release of waste to the environment or a threat to human health. Inspections must be conducted at least weekly, unless an alternate schedule is approved by SHD as part of the permitting process (6)(b)		<input type="checkbox"/>
For compost facilities with leachate holding ponds, conduct regular liner inspections at least once every five years, unless an alternate schedule is approved by SHD as part of the permitting process. The frequency of inspections must be specified in the operations plan and must be based on the type of liner, expected service life of the material, and the site-specific service conditions: (6)(c)		<input type="checkbox"/>
<ul style="list-style-type: none"> • Inspect the liner for degradation and ruptures of the liner material and for failure of any seams or joints in the liner material. If the maximum wetted extent of the liner geomembrane cannot be directly inspected visually, then the liner must be tested for leaks by electrical leak detection survey methods. If leaks, degradation, or ruptures of the liner material are detected, the liner must be repaired; and 		<input type="checkbox"/>
<ul style="list-style-type: none"> • SHD must be given sufficient notice and have the opportunity to be present during liner inspections. An inspection record must be kept at the facility or other convenient location if permanent office facilities are not on-site, for at least five years from the date of inspection. Inspection records must be available to SHD upon request. 	Acknowledged <input type="checkbox"/>	
Maintain operating records and provide templates for the following: (6)(d)		
<ul style="list-style-type: none"> • Daily temperatures representative of compost piles; 		<input type="checkbox"/>
<ul style="list-style-type: none"> • Additional process monitoring data as prescribed in the plan of operation; 		<input type="checkbox"/>
<ul style="list-style-type: none"> • Results of analyses for composted materials as required in (a)(x) of this subsection and Table 220-B; and 		<input type="checkbox"/>

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<ul style="list-style-type: none"> Facility inspection reports must be maintained in the operating record. Significant deviations from the plan of operation must be noted in the operating record 		<input type="checkbox"/>
Prepare and submit an annual report to SHD and Ecology (6)(e)	Acknowledged <input type="checkbox"/>	<input type="checkbox"/>
Safety, fire, and emergency plans (6)(f)(vii)		<input type="checkbox"/>
WAC 173-350-220(6) has additional requirements that may be applicable to your facility. Please consult the WAC and apply as necessary.		<input type="checkbox"/>
Other details to demonstrate that the facility will be operated in accordance with this subsection and as required by SHD (6)(f)(ix) NA <input type="checkbox"/>		<input type="checkbox"/>

<input type="checkbox"/> Ground Water Monitoring Requirements WAC 173-350-220(7)	Location of documents in application	Complete (SHD ONLY)
There are no specific ground water monitoring requirements for composting facilities subject to this chapter; however, composting facilities must meet the requirements provided under WAC 173-350-040		<input type="checkbox"/>

<input type="checkbox"/> Closure Plan WAC 173-350-310(8) Describe how the facility meets the regulatory requirements in the supporting documents. Indicate the location of all documents.	Location of documents in application	Complete (SHD ONLY)
Methods of removing solid waste, leachate, and other organic materials from the facility		<input type="checkbox"/>

<input type="checkbox"/> Financial Assurance Requirements WAC 173-350-220(9)	Location of documents in application	Complete (SHD ONLY)
There are no specific financial assurance requirements for composting facilities subject to this chapter; however, composting facilities must meet the requirements provided under WAC 173-350-040		<input type="checkbox"/>

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