

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1700 | FAX 503 797 1797



METRO

www.oregonmetro.gov

Solid Waste License Application

Yard Debris Reload Facility

Application packet for a new license, license renewals, change of authorization, or changes of ownership for yard debris reload facilities.



METRO

METRO SOLID WASTE FACILITY LICENSE APPLICATION PACKET

Issued:
August 2014

This packet contains an application for a Metro Solid Waste Facility License. You may also want to review the relevant sections of the Metro Code. The Metro Code can be accessed at www.oregonmetro.gov. Solid waste facilities within the Metro boundary generally may operate only under the authorization of a License or Franchise.

Application for a new Solid Waste Facility License

Applicants seeking a new Metro Solid Waste Facility License must first participate in a pre-application conference prior to submitting a final application form. The purpose of the pre-application conference is to obtain a description of the proposed solid waste facility and provide the applicant with information regarding the applicable requirements for the proposed operation. The conference also provides the applicant with an opportunity to discuss the application process and to identify any potential issues specific to its proposal. Applicants should prepare for the pre-application conference by reviewing the application forms and drafting answers prior to the conference with Metro. To schedule the pre-application conference, contact Metro's Solid Waste Compliance and Cleanup Division at (503) 797-1835.

After completing the pre-application conference, applicants seeking a new license must submit to Metro a completed *Solid Waste Facility License Application* form and provide all additional information as required. Metro will generally grant or deny a new license application within 120 days after the filing of a complete application. The fee for filing a license application is \$300. See Metro Code Chapter 5.01 for more information regarding the issuance of licenses.

Renewal of an Existing License

Those wishing to renew an existing authorization without substantive changes to the current authorization must submit a completed *Solid Waste Facility License Application* form and provide all additional information as required unless otherwise directed by Metro staff. License renewal applications must be submitted not less than 120 days prior to expiration of the existing license. Failure to submit applications in a timely fashion may result in a lapse of authority to operate. (See Metro Code Chapter 5.01) The fee for filing a license renewal application is \$300.

Change of Authorization to an Existing License

A change in authorization of an existing license requires an application for a formal license amendment. The applicant cannot implement the change of authorization until it has been approved by Metro. (See Metro Code Chapter 5.01) The fee for filing an application for a change of authorization is \$100.

Change of Ownership or Control of an Existing License

To transfer ownership or control of an existing license, an application for a formal license amendment is required. The applicant cannot transfer ownership or control of an existing license until it has been approved by Metro. (See Metro Code Chapter 5.01)

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METRO

MAIL THIS APPLICATION TO:

DATE RECEIVED BY METRO:

Metro Finance and Regulatory Services
Solid Waste Compliance and Cleanup
600 NE Grand Avenue
Portland, OR 97232-2736
(503) 797-1835

FEB 25 '15 PM 1:50

Solid Waste Facility License Application Yard Debris Reload Facility

PART 1 - Standard License Application Information

Applicants applying to operate a solid waste facility must provide the following information:

1. Type of Application (please check one)	
<input type="checkbox"/>	New license Date of Pre-Application Conference: _____
<input checked="" type="checkbox"/>	Renewal of an existing license Solid Waste Facility License No. <u>YD-118-10</u>
<input type="checkbox"/>	Change of authorization to an existing license (other than a renewal) Please describe the proposed change below.
<input type="checkbox"/>	Transfer of ownership or control of an existing license Please describe the proposed change below.

2. If seeking a change of authorization to an existing license, please explain the proposed change below (attach additional pages if necessary). Complete all remaining sections of this form as they pertain to the request.

3. Applicant

Facility Name:	WOOD WASTE MANAGEMENT LLC
Company Name:	WOOD WASTE MANAGEMENT LLC
Street Address:	7315 NE 47TH AVE
Mailing Address:	P.O. BOX 56180
City/State/Zip:	PORTLAND, OR 97238
Contact Person:	JANEL WELCH
Phone Number:	503-493-3370
Fax Number:	503-493-3408
E-mail Address:	ACCOUNTING_CBR@COMPOST PRODUCTS.COM

4. Licensee's Owner or Parent Company (provide information for all owners)

Company Name:	OWNERS: RICK & BERNICE FRANKLIN
Address:	7315 NE 47TH AVE
City/State/Zip:	PORTLAND, OR 97218
Phone Number:	503-493-3370
Fax Number:	503-493-3408
E-mail Address:	ACCOUNTING_CBR@COMPOST PRODUCTS.COM

5. Site Operator (if different from Proposed Licensee)

Company Name:	
Contact Person:	
Street Address:	
Mailing Address:	
City/State/Zip:	
Phone Number:	
Fax Number:	
E-mail Address:	

6. Site Description

Tax Lot(s):	R 317421 (0.93 acres)	Section:	18	Township:	1N	Range:	2E-TL 200
	R 317423 (0.69 acres)		18		1N		2E-TL 3800
	R 317424 (0.81 acres)		18		1N		2E-TL 100

7. Land Use

Present Land Use Zone:			IGZ
Is proposed use permitted outright?	<input checked="" type="checkbox"/> Yes If yes, attach a copy of the <i>Land Use Compatibility Statement</i> (see Attachment E).	<input type="checkbox"/> No	
Is a conditional use permit necessary for the facility?	<input type="checkbox"/> Yes If yes, attach a copy of the <i>Conditional Use Permit</i>	<input checked="" type="checkbox"/> No	
Are there any land use issues presently pending with the site?	<input type="checkbox"/> Yes If yes, please explain the land use issues below.	<input checked="" type="checkbox"/> No	
Description of the pending land use issues identified above:			
Are any DEQ permits required?	<input type="checkbox"/> Yes If yes, please list all DEQ permits below and attach copies with this application (see Attachment F).	<input checked="" type="checkbox"/> No	
Listing of all required DEQ permits:			
Are any other local permits required?	<input type="checkbox"/> Yes If yes, please list all other required permits below and attach copies with this application (see Attachment G).	<input checked="" type="checkbox"/> No	
Listing of other required permits:			

8. Land Owner

Is the applicant the sole owner of the property on which the facility is located?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO (If you answer "NO", complete the rest of the information requested in this section and attach a copy of the Property Use Consent Form, signed by the owner(s) of the property.)
Name:	Henry and Hillary Miller	
Mailing Address:	4910 NE HOLMAN ST.	

City/State/Zip:	Portland, OR 97218
Phone Number:	503-281-5102

9. Public/Commercial Operations

Will the facility be open to the public?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Will the facility be open to non-affiliated commercial solid waste collectors?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Will the facility be open to solid waste collection companies that collect waste from outside the boundary of Metro?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

10. Operating Hours and Traffic Volume

	Public (non-commercial self-haul)	Commercial Affiliated	Commercial Non-Affiliated
Operating Hours	7:00 - 6:00	7:00 - 6:00	7:00 - 6:00
Estimated Vehicles Per Day	150	10	20

11. Inbound Waste/Feedstock by Type

Identify the types of waste/feedstock and annual tonnage amounts of each that are expected to be received at the facility. Also, identify how each waste stream will be managed and the expected tip fees that will be posted at the facility (attach additional pages if necessary).

Waste/Feedstock Type	Accepted at Facility	Expected Annual Tonnage Amount	Type of Activity to be Performed on Waste	Expected Tip Fee (per Ton)
Source-Separated Wood:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	20,000	Grinding	15.00/Yd
Source-Separated Yard Debris:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	11,000	Grinding/Screening	25.00/Yd
Source-Separated Residential Food Waste Mixed with Yard Debris:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Source-Separated Food Waste:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Inerts (e.g., rock, concrete, etc.):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	9,000	Crushing	23.00/Yd
Other Waste/Feedstocks (please specify):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Other Waste/Feedstocks (please specify):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

12. Inbound Waste/Feedstock by Generator

Identify the expected annual tonnage amount of waste/feedstock that will be received and recovered at the facility from the following types of generators.

Generator	Tons Received	Tons Recovered	Tons Residual
Agricultural:			
Commercial:	27,000	All	0
Industrial:			
Residential:	20,000	All	0
TOTAL TONS:	47,000	All	0

13. Outbound Waste, Products, and By-Products

List the expected destination and amount of each type of outbound solid waste, products or by-products to be transferred from the facility (attach additional pages if necessary).

Destination Site	Waste/Product/By-Product Type	Expected Annual Tonnage	Purpose of Delivery*
KAPSTONE	Hog fuel	20,000	beneficial
ANNEX	CONCRETE	3,000	beneficial
All Recovered	DIRT	2,000	beneficial
CLACKAMAS COMPOST	GREEN WASTE	9,000	beneficial

*For example: disposal, recovery, land reclamation, beneficial use, etc

4. Subcontractors

Provide the name, address and function of all subcontractors involved in the facility operations:

NAME	ADDRESS	FUNCTION
N/A		

PART 2 - Standard Attachments to License Application (License application continued)

- All of the following attachments (Attachments A - I) are required for new applications and must be submitted in order for a license application to be considered complete. Each attachment must be clearly labeled.
- Application submittals such as facility design, building plans, site plans and specifications must be prepared, as appropriate, by persons licensed in engineering, architecture, landscape design, traffic engineering, air quality control, and design of structures.
- Applicants seeking to renew an existing license without substantive changes to the current authorization must submit a completed *Solid Waste Facility License Application* form and provide all additional information as required unless otherwise directed by Metro staff.

ATTACHMENT A: SITE PLAN

The applicant must submit a facility site plan that includes scaled maps and drawings showing the location of the facility at an appropriate scale, and no smaller than one inch equals 30 feet. The location of the following items must be provided on the site plan:

- (1) Boundaries of the facility.
- (2) Property boundaries, if different.
- (3) All buildings on the property (existing and proposed) and other pertinent information with respect to the operation of the facility, to include:
 - a) scale location
 - b) scale house
 - c) all proposed buildings and structures to include: intake, processing, and product/by-product storage.
 - d) fencing and gates
 - e) access roads
 - f) paved areas.
 - g) vegetative buffer zones and berms

- | | |
|------|--|
| (4) | All receiving, processing, reload and storage areas, as applicable, for solid waste, source-separated recyclable materials, yard debris, recovered materials, product/by-products, waste residuals, exterior stockpiles, hazardous waste, and other materials. |
| (5) | All exterior material stockpile footprints, material types stored outside, and maximum height of each stockpile. |
| (6) | Load checking areas. |
| (7) | Prohibited waste storage areas. Containment areas shall be covered and enclosed and constructed to prevent leaking and contamination. |
| (8) | Identification of on-site traffic flow patterns. |
| (9) | The location of all commercial and residential structures within a one mile radius of the facility, identified on a map or aerial photograph. |
| (10) | The prevailing wind direction, by season, identified on a map or aerial photograph. |
| (11) | Facility signage. Facility signs must display all of the information required by Metro and be posted at all public entrances to the facility, and in conformity with local government signage regulations. |

ATTACHMENT B: FACILITY DESIGN PLAN AND REPORT

The applicant shall submit a facility design plan and/or report to address the following:

- | | |
|-----|--|
| (1) | <p>Submit a narrative that includes a description of the following:</p> <ul style="list-style-type: none"> a) Facility overview. b) Facility design and technology. c) Buildings and major equipment (existing and proposed). d) Construction timeline (if applicable). e) Types of wastes to be processed. f) Feedstock receiving procedures. g) Feedstock processing procedures. h) Residuals management procedures. |
| (2) | <p>Dust, odor, airborne debris and litter.</p> <ul style="list-style-type: none"> a) Submit a proposed design or existing design plan that identifies the location of all areas for load checking, receiving/tipping, mixing, processing, and storage for all materials. b) Describe control measures to prevent odors, fugitive dust, airborne debris and litter. Describe how the facility design will provide for dust prevention at the receiving area, processing area, storage area, reload area, and all waste processing equipment. c) Describe any additional facility design measures and procedures for the control of odor, dust, windblown materials, airborne debris, litter and for the handling of the waste and waste by-products in the case of major processing facility breakdown. |
| (3) | <p>Facility capacity.</p> <ul style="list-style-type: none"> a) Provide engineering plans, reports and specifications to document that the size and configuration of the facility grounds, building and equipment, including the facility layout, drainage structures, building design, and major facility equipment, processing systems and storage areas are of sufficient capacity to accommodate seasonal throughput of all food wastes and materials that will be delivered to and generated by the facility. b) Provide the estimated capacity (cubic yards and tons) of the facility storage area(s) for incoming solid waste waiting to be processed, the estimated capacity (cubic yards and tons) for storage of recovered materials or products, and the estimated capacity (cubic yards and tons) for storage of processing residual and other by-products. |

(4) Adequate vehicle accommodation.

Provide documentation to demonstrate that adequate on-site area at the facility's entrance, scales, loading and unloading points and exit points shall be provided to allow the number and types of vehicles expected to use the facility during peak times to safely queue off the public roads and right-of-way.

(5) Water contaminated by solid waste and solid waste leachate.

Submit a DEQ (or equivalent) approved plan with pollution control measures to protect surface and ground waters, including runoff collection and discharge and equipment cleaning and washdown water.

ATTACHMENT C: OPERATING PLAN

The applicant is required to develop and submit an operating plan for Metro review and approval. This section lists the procedures that must be included in the required facility operating plan. A proposed facility operating plan must be submitted with the completed license application and must be amended if subject to any additional elements required in the license - if one is approved and issued. The operating plan shall describe at a minimum:

(1) The types of materials to be accepted and handled at the facility.

(2) Methods of measuring and keeping records of incoming materials.

(3) A detailed description of how you will distinguish and manage loads of incoming materials.

(4) Procedures for inspecting loads. The operating plan shall establish:

- a) Procedures for inspecting incoming loads for the presence of prohibited or unauthorized wastes.
- b) A set of objective criteria for accepting and rejecting loads.

(5) Procedures for processing and storage of loads. The operating plan shall establish procedures for:

- a) Processing of all authorized materials. Include the methods and equipment to be used on site (e.g., pre-processing, sorting lines, hand picking, magnets, and other major processing equipment.)
- b) Reloading and transfer of authorized materials.
- c) Managing stockpiles.
- d) Storing authorized materials
- e) Minimizing storage times and avoiding delay in processing and managing of all authorized materials and recovered materials.

(6) Describe the general markets for the materials recovered and processed at the facility.

(7) Procedures for rejecting or managing prohibited wastes. The operating plan shall describe procedures for rejecting, managing reloading and transporting to appropriate facilities or disposal sites any prohibited or unauthorized wastes discovered at the facility. The plan shall include procedures for managing:

- a) Hazardous wastes.
- b) Other prohibited solid wastes (e.g., putrescible waste other than source separated food waste, special waste).
- c) Procedures and methods for notifying generators not to place hazardous wastes or other prohibited wastes in drop boxes or other collection containers destined for the facility.

(8) Procedures for odor prevention. The operating plan shall establish procedures for preventing all objectionable odors for being detected off the premises of the facility. The plan must include:

- a) A management plan that will be used to monitor and manage all objectionable odors of any derivation including malodorous loads delivered to the facility.
- b) Procedures for receiving and recording odor complaints, immediately investigating any odor complaints to determine the cause of odor emissions, and remedying promptly any odor problem at the facility.

- (9) Procedures for emergencies. The operating plan shall describe procedures to be followed in case of fire or other emergency.
- (10) Procedures for preventing and controlling nuisances, including noise, vectors, dust, litter, and odors. Include a description of how you will encourage delivery of waste in covered loads.
- (11) Procedures for fire prevention, protection, and control measures used at the facility.

ATTACHMENT D: INSURANCE

Include proof of the following types of insurance, covering the applicant, its employees, and agents:

- (1) The most recently approved ISO (Insurance Services Office) Commercial General Liability policy, or its equivalent, written on an occurrence basis. The policy must include coverage for bodily injury, property damage, personal injury, death, contractual liability, premises and products/completed operations.
- (2) Automobile bodily injury and property damage liability insurance.
- (3) Insurance coverage shall be a minimum of \$1,000,000 per occurrence and \$1,000,000 aggregate
- (4) Metro, its elected officials, departments, employees, and agents must be named as ADDITIONAL INSUREDS.
- (5) Certification of Workers' Compensation insurance including employer's liability. If the Licensee has no employees and will perform the work without the assistance of others, a certificate to that effect may be attached in lieu of the certificate showing current Workers' Compensation.

ATTACHMENT E: LAND USE COMPATIBILITY STATEMENT (LUCS)

The following information must be provided:

A copy of a completed Metro LUCS or DEQ LUCS. Metro LUCS is available at www.oregonmetro.gov.

ATTACHMENT F: DEQ PERMIT APPLICATIONS AND INFORMATION

The following information must be provided:

A duplicate copy of all applications for necessary DEQ permits and any other information required by or submitted to DEQ, including closure plans, financial assurance for the costs of closure of the facility, and conditional use permit or land use compatibility statement, if applicable.

ATTACHMENT G: OTHER REQUIRED PERMITS

The following information must be provided:

A copy of any required federal, state, county, city or other permits, licenses, or franchises that have been granted or issued, not including materials required by Attachment G, or a copy of any applications for such other permits, licenses, or franchises. Copies of correspondence pertaining to such permits, licenses or franchises may be requested.

ATTACHMENT H: CLOSURE PLAN AND FINANCIAL ASSURANCE

The following information must be provided

- (1) Attach a closure document describing closure protocol and associated costs. Closure means those activities associated with restoring the site to its condition prior to engaging in the licensable activity. Closure may include, but is not limited to removal of all on-site solid waste stockpiles accumulated after being issued a Metro Solid Waste Facility License. The Closure protocol is the written protocol that specifies the activities required to properly close the facility and cease further solid waste activities.

- (2) Attach proof of financial assurance for the costs of closure of the facility. Cost of closure means the costs associated with restoring the site to its condition prior to engaging in the licensable activity.

These costs may include but are not limited to:

- a) The cost to load and transport accumulated solid waste stockpiles to an authorized disposal site or recycling facility;
- b) The cost to "tip" the waste at an authorized landfill or recycling facility; and
- c) Other related costs such as additional disposal costs associated with restoring the site.

Examples of acceptable forms of financial assurance include, but are not limited to the following: surety bond, irrevocable letter of credit, closure insurance, escrow account.

If the DEQ does not require financial assurance, then the COO may waive the requirement for financial assurance if the applicant provides written documentation demonstrating that the cost to implement the closure plan will be less than \$10,000.

ATTACHMENT I: PROPERTY USE CONSENT FORM

If required by Section 8 of Part 1 of this application. Form is available at www.oreognmetro.gov.

PUBLIC NOTICE AND CONFIDENTIAL INFORMATION

This application for the proposed solid waste facility is subject to Metro's public notice procedures. Metro will notify the public of all complete license applications that are received by Metro and provide an opportunity for the public to review and comment on the proposed application. Such public notice may include, but not limited to, the posting of the complete license or franchise application on Metro's website.

The applicant may identify as confidential any reports, books, records, maps, plans, income tax returns, financial statements, contracts and other similar written materials of the applicant that are directly related to the proposed application and that are submitted to or reviewed by Metro. The applicant shall prominently mark any information that it claims confidential with the mark "CONFIDENTIAL" prior to submittal to or review by Metro. Metro shall treat as confidential any information so marked and will make a good faith effort not to disclose such information unless Metro's refusal to disclose such information would be contrary to applicable Oregon law, including, without limitation, ORS Chapter 192.

Within five (5) days of Metro's receipt of a request for disclosure of information identified by the applicant as confidential, Metro shall provide the applicant written notice of the request. The applicant shall have three (3) days within which time to respond in writing to the request before Metro determines, at its sole discretion, whether to disclose any requested information. The applicant shall pay any costs incurred by Metro as a result of Metro's efforts to remove or redact any such confidential information from documents that Metro produces in response to a public records request. These conditions shall not limit the use of any information submitted to or reviewed by Metro for regulatory purposes or in any enforcement proceeding. In addition, Metro may share any confidential information with representatives of other governmental agencies provided that, consistent with Oregon law, such representatives agree to continue to treat such information as confidential and make good faith efforts not to disclose such information.

APPLICANT CERTIFICATION: This form cannot be processed without a signature

I certify under penalty of law that the information contained in this application is true and correct to the best of my knowledge. I agree to notify Metro within 10 days of any change in the information submitted as a part of this application.

SIGNATURE OF AUTHORIZED AGENT

Janel Welch

TITLE

Manager

PRINT NAME

Janel Welch

DATE

2/23/15

PHONE

360 772 6323

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ATTACHMENT A

1. Bark and Rock product bins
2. Ground Wood Stockpile Area
3. Oversize Wood Stockpile Area
4. Screened Dirt Stockpile
5. Painted / Treated Wood Stockpile Area
6. Concrete Bin
7. Dirt Drop off Area
8. Yard Debris Drop off Area
9. Grinder and Equipment parking Area
10. Clean Wood Drop Off Area



ATTACHMENT C

Operating Plan For Wood Waste Management

3/23/2015

- (1) Materials to be accepted at the facility
 - Clean Wood / Brush & Oversize Wood
 - Yard Debris
 - Clean Dirt / Sod
 - Concrete
 - Painted and Treated Wood
 - Wood Chips
- (2) Methods of measuring loads and record keeping
 - All loads are measured with a tape measure and all info about the specific load is written down on a slip and kept with the cash register receipt
- (3) All loads are looked through and sorted based on the materials in the truck
- (4) All loads will be inspected for hazardous materials and materials not accepted at our facility
 - Any loads found with those materials will either be rejected
- (5) Procedures for processing and storage of all loads
 - All loads are put into correct piles for processing
 - All clean wood is ground into hog fuel
 - All painted wood and treated wood is transported to S&H
 - All yard debris is ground prior to being transported out of the facility to Clackamas Compost
 - All materials are measured by the yard when being loaded out of the facility
 - All piles are ground on a daily basis unless machines are down or high wind
- (6) All clean wood is to be turned into boiler fuel
 - All yard debris is to be fine ground and turned into compost
 - All incoming dirt is screened and resold as topsoil
 - All concrete is stored offsite and will be crushed and sold as crushed recycled concrete
- (7) We do not accept any food waste and will be loaded back into customer's truck and they will be directed to the correct facility
 - All hazardous waste will not be accepted if found we make the customer take the material back
 - Any garbage dropped at our facility is to be taken to the dumpster on site and placed there
 - All customers found dumping any hazardous waste will be kicked out of the facility
 - All customers that dump garbage will either be made to clean it up or will be charged a \$150 cleaning fee
- (8) Odor control is done by turning the piles as soon as any rotten material has arrived on site
 - All materials are to be moved offsite within 48 hours
 - All complaints are filed in a Metro notebook in the office on a complaint form. All complaints and responses are to be filled out and kept in this notebook within 10 business days
- (9) Emergency phone numbers are posted on signs and managers are available 24 hrs a day by phone and during business hours on site

(10) Dust is controlled by lot being watered daily and kept clean. A water source is attached to the grinder when we grind all material

All loads are to be covered, This is posted on our signs

All loads being taken from our facility in our trucks are to be tarped

(11) Fire prevention

No smoking is allowed on our property, we have water in several locations on the property and during business hours there are atleast two employees on site to keep a eye on the piles

Oregon Workers' Compensation Certificate of Insurance



Mail to:

WOOD WASTE MANAGEMENT LLC
PO BOX 56180
PORTLAND, OR 97238-6180

Certificate holder:

METRO ADDRESS
600 NE GRAND AVE
PORTLAND, OR 97232

The policy of insurance listed below has been issued to the insured named below for the policy period indicated. The insurance afforded by this policy is subject to all the terms, exclusions and conditions of such policy; this policy is subject to change or cancellation at any time.

Insured

Wood Waste Management LLC
PO Box 56180
Portland, Or 97238-6180

Producer/contact

Ward Insurance Agency Inc
Chris Christensen
541.687.1117 chris@wardinsurance.net

Issued 03/24/2015

Policy 785732

Period 01/01/2015 to 01/01/2016

Limits of liability

Bodily Injury by Accident \$500,000 each accident

Bodily Injury by Disease \$500,000 each employee

Body Injury by Disease \$500,000 policy limit

Description of operations/locations/special items

Re: All operations in accordance to the policy terms and conditions.

Important

This certificate is issued as a matter of information only and confers no rights to the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies above. This certificate does not constitute a contract between the issuing insurer, authorized representative or producer and the certificate holder.

CANCELLATION:

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED TO THE POLICYHOLDER AND CERTIFICATE HOLDER IN ACCORDANCE WITH THE POLICY PROVISIONS AND OREGON LAW. SAIF WILL ENDEAVOR TO PROVIDE WRITTEN NOTICE WITHIN 30 DAYS WHENEVER POSSIBLE.

Authorized representative

John D. Gilkey
Interim President and CEO

400 High Street SE
Salem, OR 97312
P: 800.285.8525
F: 503.584.9812



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ward Insurance Agency PO Box 10167 Eugene OR 97440		CONTACT NAME: Mindi Crawford PHONE (A/C No. Ext): (541) 687-1117 E-MAIL ADDRESS: mindi@wardinsurance.net FAX (A/C No.): (541) 342-8280	
INSURED Wood Waste Management, LLC 7315 NE 47th Avenue Portland OR 97218		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Alaska National Insurance Co.	
		INSURER B: Evanston Insurance Co.	
		INSURER C: Federal Insurance Company 20281	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 14/15 GL/AL/UMB/LRB-WWM **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	Y	14KPS31963	11/1/2014	11/1/2015	MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> \$1,000 PD DED PER OCCUR						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> LBFPD						GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	X		14KAS31963	11/1/2014	11/1/2015	PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						Uninsured motorist BI-single \$ 1,000,000
	<input checked="" type="checkbox"/> NON-OWNED AUTOS						
B	UMBRELLA LIAB						EACH OCCURRENCE \$ 9,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	X					AGGREGATE \$ 9,000,000
	<input type="checkbox"/> CLAIMS-MADE						
	DED RETENTION \$			XOAZ234214	11/1/2014	11/1/2015	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		Y/N	N/A			E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	LEASED/RENTED EQUIPMENT						LIMIT \$500,000
				6598059	11/1/2014	11/1/2015	DEDUCTIBLE \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Metro, its elected officials, departments, employees and agents are named as additional insured on a primary and non-contributory basis per the attached ANIC GL1061. Waiver of subrogation applies per the attached ANICGL702. Auto additional insured applies per the attached ANIC CA1150. All when required by written contract. Subject to policy limits, terms, conditions and exclusions.

CERTIFICATE HOLDER bill.metzler@oregonmetro.g Metro 600 NE Grand Ave. Portland, OR 97232	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Charley O'Dell/TRACEE
---	---

Att. E

05-138220 PR

Department of Environmental Quality
LAND USE COMPATIBILITY STATEMENT (LUCS)



DEQ
State of Oregon
Department of
Environmental
Quality

WHAT IS A LUCS? The Land Use Compatibility Statement is the process used by the DEQ to determine whether DEQ permits and other approvals affecting land use are consistent with local government comprehensive plans.

WHY IS A LUCS REQUIRED? Oregon law requires state agency activities that impact land use be consistent with local comprehensive plans. DEQ Division 18 administrative rules identify agency activities or programs that significantly affect land use. These programs must have a process for determining local plan consistency.

WHEN IS A LUCS REQUIRED? A LUCS is required for nearly all DEQ permits, some general permits, and certain approvals of plans or related activities that affect land use. These activities are listed in this form. A single LUCS can be used if more than one DEQ permit/approval is being applied for concurrently.

A permit modification requires a LUCS when any of the following applies:

1. physical expansion on the property or proposed use of additional land;
2. a significant increase in discharges to water;
3. a relocation of an outfall outside of the source property; or
4. any physical change or change of operation of an air pollutant source that results in a net significant emission rate increase as defined in OAR 340-200-0020.

A permit renewal requires a LUCS if one has not previously been submitted, or if any of the above four permit modification factors apply.

HOW TO COMPLETE A LUCS:

Step Who Does It What Happens

- 1 Applicant Completes Section 1 of the LUCS and submits it to the appropriate city or county planning office.
- 2 City or County Planning Office Determines if the business or facility meets all local planning requirements, and returns to the applicant the signed and dated LUCS form with findings of fact for any local reviews or necessary planning approvals.
- 3 Applicant Includes the completed LUCS with findings of fact with the DEQ permit or approval submittal application to the DEQ.

WHERE TO GET HELP: Questions about the LUCS process can be directed to DEQ staff responsible for processing the permit/approval, or directed to DEQ's Intergovernmental Coordinator at 503-229-6408. Headquarters and regional offices may also be reached using DEQ's toll-free telephone number 1-800-452-4011.

SECTION 1 - TO BE FILLED OUT BY APPLICANT

1. Applicant Name: Wood Waste Management, LLC

Contact Person: Janel Welch
Michelle Newton

Location Address: 7315 NE 47th Ave.

Mailing Address: Same

City, State Zip: Portland OR 97218-1129

City, State Zip: _____

Telephone: (541) 451-1275

Tax Account No: Tax Lot No: R 317421

Township: 1N

Range: 2E-TL 200 Section: 18

Latitude: 45.5742

Longitude: -122.6145

Use the DEQ Location Finder (<http://deq12.deq.state.or.us/website/findloc>) to determine latitude/longitude.

2. Describe the type of business or facility and services or products provided:

There are two other lots that comprise this application Tax lot: R 317423 Section 18 Township 1N Range 2E-TL3800 and Tax lot: R 317424 Section 18 Township 1N Range 2E-TL100 The use is a wood waste and yard debris recycling facility that is receiving clean wood and yard debris from the public and grinding and transferring product to fuel. We are adding yard waste going to Compost sites and must have a reload permit

3. Check the type of DEQ permit(s) or approval(s) being applied for at this time.

- Air Notice of Construction
- Air Discharge Permit (excludes portable facility permits)
- Title V Air Permit
- Parking/Traffic Circulation Plan
- Air Indirect Source Permit
- Solid Waste Disposal Permit
- Solid Waste Treatment Permit
- Pollution Control Bond Request
- Solid Waste Compost Registration - Permit
- Solid Waste Letter Authorization Permit
- Solid Waste Material Recovery Facility Permit
- Yard Waste Reload Facility License
- Solid Waste - Waste Tire Storage Permit
- Hazardous Waste/PCB Storage/Treatment/Discharge Permit
- Clean Water State Revolving Fund Loan Request
- Water Quality NPDES/WPCF Permit (for onsite construction-installation permits use DEQ's Onsite LUCS form)
- Wastewater/Sewer Construction Plan/Specifications (includes review of plan changes that require use of new land)
- Water Quality Storm Water General Permit
- Other Water Quality General Permit (Generals: 600 (if mobile), 700, 1200CA, 1500, 1700 (if mobile) are exempted)
- Federal Permit - Water Quality 401 Certification

4. This application is for: permit renewal new permit permit modification other _____

SECTION 2 - TO BE FILLED OUT BY CITY OR COUNTY PLANNING OFFICIAL

5. The facility proposal is located: inside city limits inside UGB outside UGB

6. Name of the city or county that has land use jurisdiction (the legal entity responsible for land use decisions for the subject property or land use): City of Portland

7. Does the business or facility comply with all applicable local land use requirements?

- YES; attach findings to support the affirmative compliance decision (as required by Oregon Administrative Rules (OAR) 660, Division 31). As described (i.e., no on-site composting) this site is defined as a manufacturing and production use in the I-G2h zone.
- NO; attach findings for noncompliance, and identify requirements the applicant must comply with before LUCS compatibility can be determined.

8. Planning Official Signature: Brad A. Carter Title: City Planner II

Print Name: Brad A. CARTER Telephone No.: 503-823-3493 Date: 7/1/05

*Planning Official Signature: _____ Title: _____

Print Name: _____ Telephone No.: _____ Date: _____

(*If necessary, depending upon city/county agreement on jurisdiction outside city limits but within UGB.)

Please Note: A LUCS approval cannot be accepted by DEQ until all local requirements have been met. Written findings of fact for all local decisions addressed under Item No. 7 above must be attached to the LUCS.

CULTURAL RESOURCES PROTECTION LAWS: Applicants involved in ground-disturbing activities should be aware of federal and state cultural resources protection laws. ORS 358.920 prohibits the excavation, injury, destruction, or alteration of an archeological site or object, or removal of archeological objects from public and private lands without an archeological permit issued by the State Historic Preservation Office. 16 USC 470, Section 106, National Historic Preservation Act of 1966 requires a federal agency, prior to any undertaking, to take into account the effect of the undertaking that is included on or eligible for inclusion in the National Register. For further information, contact the State Historic Preservation Office at 503-378-4168, extension 232.

Att. G

City of Portland Business License

Bureau of Licenses
111 SW Columbia St. Suite 600
Portland, Oregon 97201-5814

Date: 5/17/2005

Account: 668785

License Expires: 12/31/2005

Phone: (503) 823-5157 FAX: (503) 823-5192 TDD: (503) 823-6868

Licensee: WOOD WASTE MANAGEMENT LLC
PO Box 365
LEBANON OR 97355-0365

Location: 7315 NE 47TH AVE
PORTLAND OR 97218



Is licensed to do business in the City of Portland, Oregon

Renewal required within 25 months after expire date

Purpose of License: City of Portland business license fees are for revenue purposes only. Possession of a business license does not entitle the licensee to carry out any business not in accordance with all the requirements of the code of the City of Portland and all other applicable laws and regulation. Checks accepted subject to payment.

Att. H
Closure Protocol and Associated Costs

Procedures/Process for the closing of WWM:

1. Closure notice will be sent to all customers and posted on site
 - a. Closure notice will indicate that inbound material will no longer be accepted, effective immediately
 - b. Outbound materials will be available until inventory runs out or 90 days from closure notice being sent/posted
2. At the end of the 90 days any product left will be sold and transported to City Bark and Recycling in Vancouver, WA at 2419 NE Andreesen Rd.
3. When all materials have been removed from the site the site will be cleaned and returned to as good or better condition than the original condition when Wood Waste Management began operations.
4. All equipment will be trailered to locations for storage and use by affiliated companies
5. All files and office supplies/equipment will be removed and stored at an offsite location.
6. All of this can be accomplished for far less than \$10,000. Therefore no surety bond, irrevocable letter of credit, closure insurance or escrow account is necessary for the closure plan.



METRO

MAIL THIS APPLICATION TO:

DATE RECEIVED BY METRO:

Metro Finance and Regulatory Services
Solid Waste Compliance and Cleanup
600 NE Grand Avenue
Portland, OR 97232-2736
(503) 797-1835

Solid Waste Application Supplemental Form Property Use Consent

1. Property Owner.	
Name:	Henry and Hilarie Miller
Mailing Address:	4910 NE Holman
City/State/Zip:	Portland, OR 97218
Phone Number:	503-281-5102

2. Site Description.			
Tax Lot(s):	R31721/R317423/ ^{R31724}	Section: 18	Township: 1N Range: 2E7L200
Address:	7315 NE 47th Ave Portland, OR 97218		2E7L3800 2E7L100

3. Describe the applicant's proposed use of this property.
The Applicant, Wood Waste Management, proposes to use the properties as a yard waste reload facility in addition to their existing uses as a wood waste processing facility and sales operation for soil & amendments and landscape products. Yard waste will be accepted for reloading into trucks.

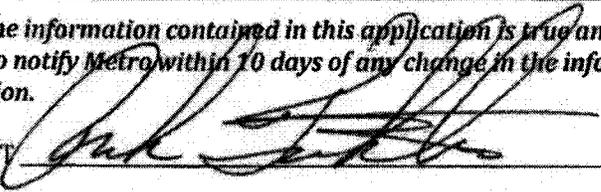
4. Describe the property interest held by the prospective Licensee or Franchisee (Applicant).
Wood Waste Management has a lease for use of the property in the manner described above.

5. Describe the duration of the interest.
5 Years from Summer of 2015

6. Attach copy of agreement between Property Owner and Applicant.

APPLICANT CERTIFICATION: This form cannot be processed without a signature.

I certify under penalty of law that the information contained in this application is true and correct to the best of my knowledge. I agree to notify Metro within 10 days of any change in the information submitted as a part of this application.

SIGNATURE OF AUTHORIZED AGENT 

TITLE member

PRINT NAME Rick Franklin

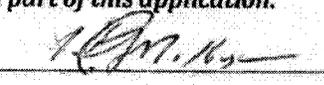
DATE 3/25/15

PHONE 541-401-4001

PROPERTY OWNER(S): This form cannot be processed without a signature.

"I consent to the applicant's proposed use of this property as described on this form. I have also read and agree to be bound by the provisions of Section 5.01.180(e) of the Metro Code if the applicant is granted a franchise or license and that franchise or license is subsequently revoked or if renewal of that franchise or license is refused." Metro Code Section 5.01.180(e) states: "Upon revocation or refusal to renew the Franchise or License, all rights of the Franchisee or Licensee in the Franchise or License shall immediately be divested."

I certify under penalty of law that the information contained in this application is true and correct to the best of my knowledge. I agree to notify Metro within 10 days of any change in the information submitted as a part of this application.

SIGNATURE 

PRINT NAME Henry R Williams

DATE 3/26/15

PHONE 503-281-5107

SIGNATURE 

PRINT NAME Adaric Miller

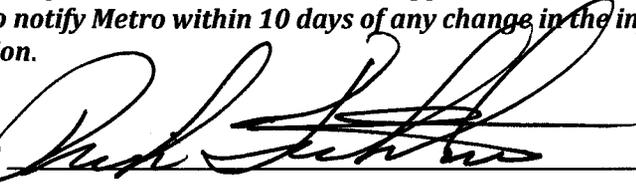
DATE 3/26/15

PHONE (503) 284-0600

APPLICANT CERTIFICATION: This form cannot be processed without a signature

I certify under penalty of law that the information contained in this application is true and correct to the best of my knowledge. I agree to notify Metro within 10 days of any change in the information submitted as a part of this application.

SIGNATURE OF AUTHORIZED AGENT



TITLE

member

PRINT NAME

Rick Franklin

DATE

3/25/15

PHONE

541-401-4001