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METRO

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Solid Waste Non-System License Application

Application packet for new non-system licenses, renewals, and
change of authorization requests



METRO NON-SYSTEM LICENSE APPLICATION PACKET

Issued:
June 2014

METRO

This packet contains an application for a Metro Solid Waste Non-System License. You may also want to review the relevant selections of the Metro Code. The Metro Code can be accessed via the Metro web site at www.oregonmetro.gov.

Solid waste generated within the Metro boundary is generally disposed at transfer stations, material recovery facilities, or landfills that are part of the Metro solid waste system. Such facilities automatically collect the regional system fees and excise taxes that are necessary to support a regional disposal system that benefits all that live and work in the Metro area. Metro generally allows solid waste generated within the Metro region to be directed to facilities that are not part of the Metro system provided that:

1. A non-system license is obtained in accordance with the requirements contained in Metro Code, and
2. All Metro regional system fees and excise taxes, as described below, are paid on the generated waste.

Non-System License

A non-system license is required of any waste hauler, solid waste generator, or other person who delivers solid waste generated within the Metro boundary to a disposal facility that has not been designated as part of the Metro solid waste system.

All solid waste facilities inside the Metro region must obtain a solid waste license or franchise to operate, and are thereby a part of the solid waste system. In addition, Metro has entered into designated facility agreements with several landfills and other solid waste facilities outside the region. A list of system facilities may be found in Metro Code. A non-system license authorizes the disposal of a specific type and amount of solid waste at a specific disposal facility. The licensee is obligated to report to Metro the tonnage of solid waste delivered to the non-system facility each month. The licensee is also obligated to remit to Metro the regional system fee and excise tax on each ton of waste delivered to a non-system facility.

Metro Fees and Taxes

The regional system fee and excise tax are used to support the regional solid waste system and to provide services of benefit to all residents of the region. Such services include the collection of household hazardous wastes and conditionally exempt generator waste, clean-up and investigation of illegal dumpsites and various other programs that help make a great place for the people and businesses of the Metro region.

Additional Information

In addition to the questions listed on the attached form, the applicant may be required to provide, in writing, such additional information concerning the proposed non-system license as the Metro Chief Operating Officer or Metro Council deems necessary or appropriate in order to determine whether or not to issue a non-system license.

To apply for a non-system license, please complete the attached application form and mail it, along with a check for the application fee, to:

Metro
Finance and Regulatory Services
600 NE Grand Ave
Portland, OR 97232-2736
503-797-1835



METRO

MAIL THIS APPLICATION TO:

DATE RECEIVED BY METRO:

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

Solid Waste Non-System License Application

PART I - Standard Non-System License Application Information

Applicants applying for a new license, license renewal, or a change of authorization must provide the following information:

1. Type of Application (please check one)	
<input type="checkbox"/>	New non-system license
<input type="checkbox"/>	Renewal of an existing non-system license Non-System License No. _____
<input type="checkbox"/>	Change of tonnage authorization to an existing non-system license (other than a renewal) Please describe the proposed change below in Section 2.

2. If seeking a change of authorization to an existing non-system 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 (Proposed Licensee)

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

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

Name:	
Address:	
City/State/Zip:	
Phone Number:	
Fax Number:	
E-mail Address:	

5. Applicant is a:

<input type="checkbox"/>	Industrial solid waste generator
<input type="checkbox"/>	Solid waste facility
<input type="checkbox"/>	Construction/demolition contractor
<input type="checkbox"/>	Solid waste hauler
<input type="checkbox"/>	Other (Explain)

6. This application is for authority to deliver:

<input type="checkbox"/>	More than 500 tons of solid waste annually
<input type="checkbox"/>	500 tons or less of solid waste annually
<input type="checkbox"/>	Solid waste from a limited duration project that will be completed within 120 days
<input type="checkbox"/>	Solid waste that is exempt from the Metro Regional System Fee and Excise Tax pursuant to Metro Code.

7. Requested tonnage authorization:

(a) If applying for a new or renewed non-system license, specify the annual tonnage authorization requested for the license:

(b) If applying for a limited duration non-system license, specify the annual tonnage authorization requested for the license:

(c) If applying to change the tonnage authorization of an existing non-system license, specify the annual tonnage authorization requested for the amended license:

8. Please check the box that corresponds to the type of license you are applying for and include the application fee with this form.

Type of License Application	New		Renewal		Change of authorization	
Standard – More than 500 tons annually*	\$1000		\$1000		\$250**	
Standard – 500 tons or less annually*	\$500		\$100			
Limited Duration – 120 days or less	\$250					
Fee Exempt Waste	\$100		\$50			

**In the event that the license application is denied, Metro will refund a portion of the application fee in accordance with Metro Code Chapter 5.02.*

***If the requested change is for an existing license that authorizes 500 tons or less and the result of granting the application would give the applicant more than 500 tons of total authority under the amended license, then the license application fee is \$500.*

9. Description and location of the site or sites at which the solid waste proposed to be covered by the non-system license is generated.

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10. Type of solid wastes proposed to be covered by the non-system license. (Check all that apply)

<input type="checkbox"/>	Putrescible waste
<input type="checkbox"/>	Non-putrescible processing residual from a material recovery facility (This category does <u>not</u> include unprocessed non-putrescible waste)
<input type="checkbox"/>	Special waste
<input type="checkbox"/>	Fee exempt waste (This category includes source-separated food waste)
<input type="checkbox"/>	Other (describe below in Section 11)

11. Please provide a description of the specific wastes you propose to deliver to a non-system facility.

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12. If applying for a license for source-separated food waste, provide an estimate of the annual tonnage amounts of the following wastes that will be delivered under the proposed license:

(a) Residential food waste mixed with yard debris:

(b) Commercial/business food waste:

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13. What facts or circumstances do you believe warrant the issuance of a non-system license?

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14. Name and location of the non-system facilities at which the above listed solid waste is proposed to be disposed or processed.

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15. Non-system licenses are ordinarily processed as quickly as possible. However, if you are applying for a limited-duration license for a particular project and would like to specify a preferred start date, please list that date below.

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16. If applicable, identify the facilities at which the above listed solid waste is presently being disposed or processed.

17. What, if any, measures will be taken to recover or recycle materials from the waste prior to disposal?

PART II – Standard Attachment to Non-System License Application

In accordance with Metro Code, the following additional factors are considered by Metro to determine whether or not to issue a non-system license. Applicants applying for a new license, license renewal, or a change of authorization must provide all of the following information in order for an application to be considered complete. Please note that the term “non-system facility” used below refers to the destination facility where the applicant intends to deliver the solid waste identified in this application.

1. Describe the degree to which prior uses of the non-system facility and waste types accepted at the non-system facility are known and the degree to which such wastes pose a future risk of environmental contamination;
2. Describe the record of regulatory compliance of the non-system facility’s owner and operator with federal, state, and local requirements, including but not limited to public health, safety and environmental rules and regulations;
3. Describe the adequacy of operational practices and management controls at the non-system facility;
4. Describe the expected impact on the region’s recycling and waste reduction efforts;
5. To the extent known to the applicant, describe the consistency of the designation with Metro’s existing contractual arrangements;
6. Describe the record of the applicant regarding compliance with Metro ordinances and agreements or assistance to Metro in Metro ordinance enforcement and with federal, state, and local requirements, including but not limited to public health, safety and environmental rules and regulations;
7. Such other factors as the Chief Operating Officer deems appropriate for purposes of making such determination. Such other factors include, but are not limited to the following:
 - a. Explain the benefits and detriments, including impacts on ratepayers, accruing to residents of the region from Metro granting this request; and
 - b. Explain whether and how granting this request may affect the sustainability of the Metro region.

PUBLIC NOTICE AND CONFIDENTIAL INFORMATION

This application for the proposed non-system license is subject to Metro's public notice procedures. Such public notice may include, but not limited to, the posting of the complete non-system license 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 _____

TITLE _____

PRINT NAME _____

DATE _____ PHONE _____