



METRO

SUBMIT THIS APPLICATION TO:

Metro
Solid Waste Compliance & Cleanup
600 NE Grand Avenue
Portland, OR 97232-2736
Tel: (503) 797-1835
Fax: (503) 813-7544
SWCC@oregonmetro.gov

DATE RECEIVED BY METRO:

MAR 21 '16 RCVD

DATE DEEMED COMPLETE BY METRO:

MAR 22 '16 RCVD

Solid Waste Facility License Application

PART 1 - Standard License Application Information

An applicant 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>L-045-11A</u>
<input type="checkbox"/>	Change of authorization to an existing license (other than a renewal) Please describe the proposed change below in Section 3.
<input type="checkbox"/>	Transfer of ownership or control of an existing license

2. Type of facility (please check one)	
<input type="checkbox"/>	Non-putrescible (dry) waste material recovery facility
<input type="checkbox"/>	Source-separated food waste reload facility
<input checked="" type="checkbox"/>	Yard debris reload facility
<input type="checkbox"/>	Other solid waste reload facility
<input type="checkbox"/>	Yard debris composting facility

3. 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.

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4. Applicant (Licensee)

Facility Name:	S&H Landscape Supplies & Recycling (dba)
Company Name:	S&H Logging Co., Inc.
Street Address:	20200 SW Stafford Rd
Mailing Address:	
City/State/Zip:	Tualatin, OR 97062
Contact Person:	Will Gehr
Phone Number:	971-224-4561
Fax Number:	503-638-3134
E-mail Address:	will@shbark.com

5. Applicant's Owner or Parent Company (provide information for all owners)

Name:	Duane and Casey Stroupe
Mailing Address:	20200 SW Stafford Rd
City/State/Zip:	Tualatin, OR 97062
Phone Number:	503-638-1011
Fax Number:	503-638-3134
E-mail Address:	casey@shbark.com

6. Site Operator (if different from Applicant)

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

7. Site Description

Tax Lot(s):3900,4000,4100,4500	Section: 28	Township: 2	Range: 1E
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8. Land Use

Present Land Use Zone:	RRFF-5	
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 permits required from the Oregon Department of Environmental Quality (DEQ)?	<input type="checkbox"/> Yes If yes, please list all DEQ permits below and attach copies with this application (see Attachment G).	<input checked="" type="checkbox"/> No

Listing of all required DEQ permits:		
Are any other local permits or building codes required?	<input type="checkbox"/> Yes If yes, please list all other required permits below and attach copies with this application (see Attachment H).	<input checked="" type="checkbox"/> No
Listing of other required permits:		

9. Land Owner		
Is the applicant the sole owner of the property on which the facility is located?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No If no, please complete this section and attach a completed <i>Property Use Consent Form</i> (see Attachment F).
Property Owner:	Duane and Casey Stroupe	
Mailing Address:	20200 SW Stafford Rd	
City/State/Zip:	Tualatin, OR 97062	
Phone Number:	503-638-1011	

10. Public/Commercial Operations		
Will the facility be open to the public (such as, non-commercial self-haul customers)?	<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 accept waste from outside the boundary of Metro?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

11. Operating Hours and Traffic Volume			
	Public (non-commercial self-haul)	Commercial Affiliated	Commercial Non-Affiliated
Operating Hours	7:30 am - 5:00 pm	7:30 am - 5:00 pm	7:30 am - 5:00 pm
Estimated Vehicles Per Day	60	10	50

12. Inbound Waste/Feedstock by Type

Identify the types of waste/feedstock and annual tonnage amounts of each that you expect to receive at the facility. Also, identify how you will manage each waste stream, the expected tip fees that will be posted at the facility, and estimate of typical length of time required to process each waste stream (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)	Estimate the maximum and typical lengths of time required to process each day's receipt of each waste/feedstock type
Source-Separated Wood:	X <input type="checkbox"/> Yes No	12,500	Grind & load	60	24-72 hrs
Source-Separated Yard Debris:	X <input type="checkbox"/> Yes No	4,400	Grind & load	60	24-48
Source-Separated Residential Food Waste Mixed with Yard Debris:	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Source-Separated Commercial and other Food Waste:	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Inerts (e.g., rock, concrete, etc.):	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Non-putrescible (dry) waste:	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Source-Separated Recyclables:	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Special Wastes (please specify):	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Petroleum Contaminated Soil:	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Putrescible (wet) waste:	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Other Waste/Feedstocks (please specify):	<input type="checkbox"/> <input type="checkbox"/> Yes No				
Other Waste/Feedstocks (please specify):	<input type="checkbox"/> <input type="checkbox"/> Yes No				

13. Inbound Waste/Feedstock by Generator

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

Generator	Tons Received	Tons Recovered	Tons Residual
Agricultural:			
Commercial:	12,500	12,480	20
Industrial:	1,000	995	5
Residential:	3,400	3,390	10
TOTAL TONS:	16,900	16,865	35

14. Outbound Waste, Products, and By-Products

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

Destination Site	Waste/Product/By-Product Type	Expected Annual Tonnage	Purpose of Delivery*
Paper Mills	UWW/hog fuel	12,480	Energy
S&H Cornelius	YD/ Compost	4,385	Compost Production

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

15. Subcontractors

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

NAME	ADDRESS	FUNCTION
none		

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.
- An applicant seeking to renew an existing license without substantive changes to the current authorization may defer to previously submitted documents if Metro has the most current version of all attachments (Attachments A- J) on file, unless otherwise directed by Metro staff. Applicant's initials and date are required for each deferred attachment. To confirm that Metro has current documentation on file, please contact Metro's Solid Waste Compliance & Cleanup Division at (503) 797-1835 or via email at SWCC@oregonmetro.gov.

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 following information must be provided on the site plan:

- (1) The location of the facility on a tax lot map.
- (2) Boundaries of the facility and property including all tax lots.
- (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 and scale house location
 - b) fencing and gates
 - c) access roads
 - d) paved areas
 - e) vegetative buffer zones and berms
 - f) sorting line and other major materials recovery equipment
- (4) All exterior stockpile footprints, material types stored outside, and the maximum height of each exterior material stockpile.

- (5) Identify water sources for fire suppression.
- (6) Identify on-site traffic flow patterns.
- (7) Facility signage. Facility signs must display all of the information required by Metro and the applicant must post signs at all public entrances to the facility, and in conformity with local government signage regulations.
- (8) 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.
- (9) Load checking areas (as applicable).
- (10) Inadvertently received prohibited waste storage areas for temporary containment while awaiting proper removal and disposal. Containment areas must covered and enclosed and constructed to prevent leaking and contamination.
- (11) The location of all commercial and residential structures within a one mile radius of the facility, identified on a map or aerial photograph.
- (12) The prevailing wind direction, by season, identified on a map or aerial photograph (compost facility only).

FACILITY RENEWALS:

I certify that to the best of my knowledge, the Site Plan on file with Metro dated 6/19/2001 is the most current and accurate version of this document.

Initial here: WJ **Date:** 3/16/16

ATTACHMENT B: FACILITY DESIGN PLAN AND REPORT

The applicant must submit a facility design plan and report that addresses the following:

(1) Submit a narrative that includes a description of the following:

(1.1) All Facilities

- a) Facility overview.
- b) Facility design and technology.
- c) Buildings and major equipment (existing and proposed).
- d) Construction timeline (as applicable).
- e) Types of wastes to be processed.
- f) Residuals management.

(1.2) Compost Facilities Only (in addition to the items listed above in Subsection (1.1))

- a) Feedstock receiving procedures.
- b) Feedstock pretreatment and contaminant removal procedures and equipment (as applicable).
- c) Feedstock processing details and methods. Dewatering and liquids management (as applicable).
- d) Pathogen reduction / control procedures (as applicable).
- e) Monitoring, quality control and testing (as applicable).

(2) Dust, odor, airborne debris and litter.

- a) Submit a proposed design or existing design plan that identifies the location of all areas for load checking, receiving/tipping, mixing, processing, reloading, and storage for all materials.
 - o **Compost facility only:** Also, provide locations for compost/curing piles/windrows, aeration systems including bio-filters or enclosed structures to prevent odors from being detected offsite.
- b) Describe control measures to prevent odors, fugitive dust, airborne debris and litter. Describe how the facility design will provide for shrouding and dust prevention for the receiving area, processing area, storage area, reload area, and all waste processing equipment and all conveyor transfer points where dust is generated.

(3) Fire prevention.

Submit proof of compliance with local and state fire codes.

(4) Adequate vehicle accommodation.

Provide documentation to demonstrate that there is an adequate on-site area at the facility's entrance, scales, loading and unloading points and exit points 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.

FACILITY RENEWALS:

I certify that to the best of my knowledge, the Facility Design Plan and Report on file with Metro dated Not Applicable is the most current and accurate version of this document.

Initial here: _____ Date: _____

ATTACHMENT C: OPERATING PLAN

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

- (1) The types of solid wastes to be accepted and handled at the facility.
- (2) A detailed description of how the facility will further recycling or material recovery processing within the Metro region (as applicable). The description should address each of the following:
 - a) A detailed description of how you will distinguish and manage loads of incoming source-separated recyclables from other materials.
 - b) The steps you will take to recover materials from solid waste. Include the material recovery methods and equipment to be used on site (e.g. sorting lines, hand picking, magnets, etc.).
 - c) How you will manage the materials and wastes and the type of equipment that you will use (from delivery to reload and transport to a processing or disposal facility).
 - d) The general markets for the material recovered at the facility.
 - e) The methods you will use for measuring and keeping records of materials received, recovered from processing, and solid waste disposed - consistent with Metro's reporting requirements.
- (3) Procedures for inspecting loads. The operating plan must 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.
 - c) An asbestos testing protocol for all material that appears as if it may contain asbestos.
- (4) Procedures for processing and storage of loads. The operating plan must establish procedures for:
 - a) Processing of all authorized solid wastes.
 - b) Reloading and transfer of authorized solid wastes.
 - c) Managing stockpiles.
 - d) Storing authorized solid wastes
 - e) Minimizing storage times, and avoiding delay in processing and managing of all authorized solid wastes and recovered materials.
- (5) Procedures for rejecting or managing prohibited wastes. The operating plan must describe procedures for rejecting, managing, reloading and transporting to an appropriate facility or disposal site any prohibited or unauthorized wastes discovered at the facility. The plan must include procedures for managing:
 - a) Hazardous wastes.
 - b) Other prohibited solid wastes (e.g., putrescible (wet) waste, special waste, asbestos).
 - 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.
- (6) Procedures for odor prevention. The operating plan must establish procedures for preventing all objectionable odors from being detected off the premises of the facility. The plan must include:
 - a) A management plan that 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 promptly remediating any odor problem at the facility.
- (7) Procedures for emergencies. The operating plan must describe procedures to follow in case of fire or other emergency.

(8) 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.

(9) Procedures for fire prevention, protection, and control measures used at the facility.

FACILITY RENEWALS:

I certify that to the best of my knowledge, the Operating Plan on file with Metro dated 6/30/2014 is the most current and accurate version of this document.

Initial here: WJ Date: 3/16/16

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. All insurance coverage must be a minimum of \$1,000,000 per occurrence and \$1,000,000 aggregate.

(2) Automobile bodily injury and property damage liability insurance must be a minimum of \$1,000,000 per occurrence and \$1,000,000 aggregate.

(3) The insurance must name Metro, its elected officials, departments, employees, and agents as ADDITIONAL INSUREDS on the Commercial General Liability and automobile insurance policies.

(4) Certification of Workers' Compensation insurance including employer's liability. If the applicant or licensee has no employees and will perform the work without the assistance of others, you may attach a certificate to that effect in lieu of the certificate showing current Workers' Compensation.

FACILITY RENEWALS:

I certify that to the best of my knowledge, the Insurance on file with Metro dated (expiration 5/16/16) is the most current and accurate version of this document.

Initial here: WJ Date: 3/16/16

ATTACHMENT E: LAND USE COMPATIBILITY STATEMENT (LUCS)

The following information must be provided:

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

FACILITY RENEWALS:

I certify that to the best of my knowledge, the LUCS on file with Metro dated 6/28/01 is the most current and accurate version of this document.

Initial here: WJ Date: 3/16/16

ATTACHMENT F: PROPERTY USE CONSENT FORM

The following information must be provided:

If required in Part 1, section 9, of this application. Form is available at www.oregonmetro.gov/solidwasteforms.

FACILITY RENEWALS:

I certify that to the best of my knowledge, the Property Use Consent Form on file with Metro dated Not Applicable is the most current and accurate version of this document.

Initial here: _____ Date: _____

ATTACHMENT G: 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.

FACILITY RENEWALS:

I certify that to the best of my knowledge, the DEQ permit or applications on file with Metro dated Not Applicable is the most current and accurate version of this document.

Initial here: _____ Date: _____

ATTACHMENT H: 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. Metro may request copies of correspondence pertaining to these permits, licenses or franchises.

FACILITY RENEWALS:

I certify that to the best of my knowledge, all other required permits on file with Metro dated Not Applicable are the most current and accurate version of these documents.

Initial here: _____ Date: _____

ATTACHMENT I: CLOSURE PLAN AND FINANCIAL ASSURANCE

The following information must be provided:

- (1) If DEQ requires a closure plan and financial assurance, you must include copies of these documents with the application per Attachment G.
- (2) If DEQ does **not** require a closure plan for the facility, 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 plan is the written protocol that specifies the activities required to properly close the facility and cease further solid waste activities.

- (3) If DEQ does **not** require any financial assurance for the costs of closure of the facility, 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 site grading or 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 issue a permit or require financial assurance, then the Metro COO may waive the requirement for financial assurance if the applicant demonstrates that the cost to implement the closure plan will be less than \$10,000.

FACILITY RENEWALS:

I certify that to the best of my knowledge, the closure plan on file with Metro dated 3/16/16 is the most current and accurate version of this document.

Initial here: WJS Date: 3/16/16

PUBLIC NOTICE AND CONFIDENTIAL INFORMATION

This application and all of the supporting documentation that the applicant provides is subject to Metro's public notice procedures. Metro will notify and provide the public with an opportunity to review and comment on the proposed application. The public notice may include, but is not limited to, posting the complete 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 must prominently mark any information that it claims confidential with the mark "CONFIDENTIAL" before submitting the information to Metro. Subject to the limitations and requirements of ORS Chapter 192 (public records law) and other applicable laws, Metro will treat as confidential any information so marked and will make a good faith effort to not disclose that information unless Metro's refusal to disclose such information would be contrary to applicable Oregon law.

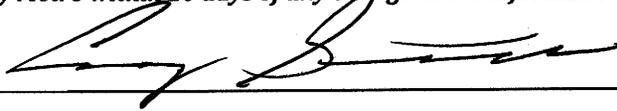
Within five days of Metro's receipt of a request for disclosure of information identified by the applicant (or licensee) as confidential, Metro will provide the applicant (or licensee) written notice of the request. The applicant (or licensee) shall have three days within which time to respond in writing to the request before Metro determines, at its sole discretion, whether to disclose any requested information. The applicant (or licensee) must pay any costs incurred by Metro as a result of Metro's efforts to remove or redact any confidential information from documents that Metro produces in response to a public records request. These conditions do 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

An authorized agent of the applicant must sign this application. Metro will not accept an application 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

President

PRINT NAME

Casey Stroupe

DATE

March 16, 2016

PHONE

503-638-1011

EMAIL

casey@shbark.com

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**Facility Closure Plan
S&H Logging Co., Inc., 20200 SW Stafford Rd
March 16, 2016**

1. Typical quantities of wastes on site at any one time:

**Wood Waste: 300 CY
Yard Debris: 200 CY**

2. Cost to grind and reload:

**Wood waste: \$900
Yard Debris: \$600**

3. Cost to Transport to other facility:

**Wood Waste: \$1200
Yard Debris: \$600**

4. Tip fee at receiving facility

**Wood Waste: \$0 (price to end user is erased by long haul distance, or close end user pays nothing)
Yard Debris: \$1200 (assumes existing tip fee at S&H Cornelius)**

5. Other costs:

**Site clean-up: \$500 (does not assume removal of materials or clean-up of landscape supplies part of business)
Hauling and disposal of 5 CY dumpster: \$300**

TOTAL CLOSURE COST: \$5300