

# Solid Waste Facility License Application



**Metro**

600 NE Grand Ave.  
Portland, OR 97232  
503-797-1835

## INSTRUCTIONS

1. Complete Parts 1 and 2 of application.
2. Verify information is accurate and application is complete.
3. Sign page 14 of application.
4. Include application fee payment

5. Submit application and payment to:  
Metro

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

Metro use only

MAR 3 '17 RCVD

DATE RECEIVED:

DATE DEEMED COMPLETE BY METRO:

## PART 1 – Standard License Application 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 Number:
<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 checked="" type="checkbox"/>	Non-putrescible (dry) waste material recovery facility
<input type="checkbox"/>	Source-separated food waste reload facility
<input type="checkbox"/>	Yard debris reload facility
<input checked="" type="checkbox"/>	Other solid waste reload facility
<input type="checkbox"/>	Yard debris composting facility

see  
attached  
email

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**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.**

Does not apply.

## **4. Applicant (Licensee)**

Facility Name:	Oil Re-Refining Company, Inc.
Company Name:	Oil Re-Refining Company, Inc.
Street Address:	4150 N. Suttle Road
City/State/Zip:	Portland, OR 97217
Mailing Address:	Same as street address.
City/State/Zip:	
Contact Person:	Logan Choynet
Phone Number:	503-286-8352
Fax Number:	503-286-5027
E-mail Address:	logan@orrco.biz

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

Name:	Oil Re-Refining Company, Inc.
Mailing Address:	4150 N. Suttle Road
City/State/Zip:	Portland, OR 97217
Phone Number:	503-286-8352
Fax Number:	503-286-5027
E-mail Address:	logan@orrc.biz

## 6. Site Operator (if different from Applicant)

Company Name:	Does not apply.
Contact Person:	
Street Address:	
Mailing Address:	
City/State/Zip:	
Phone Number:	
Fax Number:	
E-mail Address:	

## 7. Site Description

Tax Lot(s): 1100, 1200, 1300, 1700	Section: 32	Township: 2N	Range: 1E
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## 8. Land Use

Present Land Use Zone:	<b>Industrial Special Purpose</b>	
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

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Description of the pending land use issues identified above:	<b>Does not apply.</b>	
Are any permits required from the Oregon Department of Environmental Quality (DEQ)?	<input checked="" type="checkbox"/> <b>Yes</b> If yes, please list all DEQ permits below and attach copies with this application (see Attachment G).	<input type="checkbox"/> <b>No</b>
Listing of all required DEQ permits:	Solid Waste Permit – Pending. Contact Heather Kuoppamaki at DEQ <a href="mailto:Heather.kuoppamaki@state.or.us">Heather.kuoppamaki@state.or.us</a> (503)229-5125  Air Quality Permit – Listed under facility name Merit Oil & Refining, with permit name ORRCO. Permit No. 26-3048-ST-01.	
Are any other local permits or building codes required?	<input type="checkbox"/> <b>Yes</b> If yes, please list all other required permits below and attach copies with this application (see Attachment H).	<input checked="" type="checkbox"/> <b>No</b>
Listing of other required permits:	BES NPDES 1200-COLS Permit No. 122718. Still following COLS permit while await new 1200Z Permit.  BES Centralized Wastewater Treatment (CWT) Permit No. 437.005. Revised permit forthcoming, will include treatment of containment area water. Contact Jeni Garcia at BES <a href="mailto:jeni.garcia@portlandor.gov">jeni.garcia@portlandor.gov</a> (503)-823-5665	

9. Land Owner		
Is the applicant the sole owner of the property on which the facility is located?	<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b> If no, please complete this section with additional pages if necessary and attach a completed <i>Property Use Consent Form</i> (see Attachment F).
Property Owner:	Merit USA, Inc.	
Mailing Address:	4150 N. Suttle Road	
City/State/Zip:	Portland, OR 97217	
Phone Number:	503-286-8352	

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## 10. Public/Commercial Operations

Will the facility be open to the public (e.g., 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	By appointment	7:00 AM to 6:00 PM	7:00 AM to 6:00 PM
Estimated Vehicles Per Day	Unknown	Unknown	Unknown

## 12. Inbound Waste/Feedstock by Generator

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

Generator	Tons Received	Tons Recovered	Tons Residual
Agricultural:	25		
Commercial:	8,200		
Industrial:	9,600		
Residential:	2,000		
TOTAL TONS:	19,825		

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## 13. Inbound Waste/Feedstock by Type

Identify the types of waste/feedstock and annual tonnage amounts of each that the applicant expects to receive at the facility. Also, identify how the applicant will manage each waste stream, the expected tip fees that the applicant will be post 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:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Source-Separated Yard Debris:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Source-Separated Residential Food Waste Mixed with Yard Debris:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Source-Separated Commercial and other Food Waste:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Inerts (e.g., rock, concrete, etc.):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Non-putrescible (dry) waste: Oil Filters, spill cleanup materials, fuel filters	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Oil and fuel filters are crushed to recover oil and fuel. The crushed metal parts are recycled and the paper parts solidified. Spill cleanup materials are solidified with the paper oil filter parts. The solidification process involves mixing the materials with the solidification material (cellulose material, wood chips, or perlite) until it passes the filter test, whereupon it can be transported to the landfill for disposal.		
Source-Separated Recyclables:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Special Wastes (please specify):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

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Petroleum Contaminated Soil:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<25	Used in solidification process and/or disposed of at a regulated landfill. The solidification process involves mixing the soil with the solidification material (cellulose material, wood chips, or perlite) until it passes the filter test, whereupon it can be transported to the landfill for disposal.		1 week Max: 1 month
Putrescible (wet) waste: Fats, Oils and Grease (FOG)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<1,300	FOG is filtered to remove solids. Water is decanted and treated on-site prior to discharge into the sanitary sewer. Solids removed by Wil-Flo dewatering system or ALAR vacuum drum filter are solidified and sent to regulated landfill for disposal. Grease is accumulated and heated, filtered, and blended with used oil for a finished fuel product.		1 week MAX 1 month
Other Waste/Feedstocks (please specify): Used antifreeze	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Oil is decanted and processed. Remaining glycol and water are shipped to off-site recovery facility and made into new antifreeze.	Does not apply.	1 month MAX 3 months

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Other Waste/Feedstocks (please specify): <b>Spent solvent that meets criteria of OAR 340-111-0010(4)(a)(12).</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Analytical data confirms it is non-hazardous, and then the water is decanted and processed. Remaining solvents are placed in the petroleum processing and recycling system.		
Other Waste/Feedstocks (please specify): <b>Oily Solids generated from B-water delivery</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		B-water is filtered to remove solids. Water is decanted and treated on-site prior to discharge into the sanitary sewer. Solids removed by Wil-Flo dewatering system or ALAR vacuum drum filter and solidified and sent to regulated landfill for disposal. Recovered oil is accumulated and heated, filtered, and blended with used oil for a finished fuel product.		

## 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 the applicant expects to transport from the facility (attach additional pages if necessary).

Destination Site (Name and address)	Waste/Product/By-Product Type	Expected Annual Tonnage	Purpose of Delivery*
Numerous customers (proprietary information)	Oil (RFO)	1.21 million gallons	Oil product for customers
Nuset Industries 977 S. 700 West Salt Lake City, UT 84104	Ethylene Glycol	134,900 gallons	Processing into antifreeze
Riverbend Landfill 13469 OR-18	Oily Solids	1,219 tons	Disposal



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McMinnville, OR 97128			
Kosta's Scrap Metal 8250 N. Albina Ave. Portland, OR 97217	Scrap Metal	10 tons	Recycling
	Treated secondary containment water and oily water	4 million gallons	Discharge to POTW per CWT Permit

*\*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
Cowlitz Clean Sweep (CCS)	9420 NW St. Helens Road Portland, OR 97231	Clean interior of above-ground storage tanks (ASTs) at ORRCO.

## PART 2 – Standard Attachments to License Application (License application continued)

- Metro requires the following attachments (Attachments A– I) for new applications in order for Metro to deem a license application complete. The applicant must clearly label each attachment.
- 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- I) on file, unless otherwise directed by Metro staff. The date of the document on file with Metro is 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](mailto:SWCC@oregonmetro.gov).

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## 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. Applicant must provide the following information 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:
  - a) display all of the information required by Metro
  - b) be posted at all public entrances to the facility; and
  - c) conform 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) Storage areas for the temporary containment of prohibited waste that the facility inadvertently receives, while awaiting proper removal or disposal of the prohibited waste. The facility must cover and enclose the containment areas and construct them in a manner 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 RENEWAL APPLICANTS ONLY:

☒ By checking this box, I certify that to the best of my knowledge, the Site Plan on file with Metro dated October 2016 and January 2017 (located inside the Draft Operations Plan on file at DEQ awaiting review) is the most current and accurate version of this document.

## ATTACHMENT B: FACILITY DESIGN PLAN

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

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(1) All solid waste facility license applicants must submit a written description of the following:

- 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.

(2) A compost facility must submit a written description of the following (in addition to the items listed above in subsection 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.

(3) 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.

(4) Fire prevention.

Submit proof of compliance with local and state fire codes.

(5) Adequate vehicle accommodation.

Provide documentation to demonstrate that the facility will provide adequate on-site areas at the facility's entrance, scales, loading and unloading points and exit points to allow safe queuing off the public roads and right-of-way given the number and types of vehicles expected to use the facility during peak times.

(6) 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 RENEWAL APPLICANTS ONLY:**

☒ By checking this box, I certify that to the best of my knowledge, the Facility Design Plans on file with Metro dated      October and December 2016, and January 2017 (located inside the Draft Operations Plan on file at DEQ awaiting review). The Operations Plan is attached, and the plans the most current and accurate version of this document.

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## **ATTACHMENT C: OPERATING PLAN**

The applicant must 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. The applicant must submit a proposed facility operating plan 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 include, at a minimum a detailed description of:

- (1) Types of solid wastes the facility will accept.
- (2) 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) 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 including:
  - 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 including:
  - 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.

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

- (7) Procedures for emergencies. The operating plan must describe procedures that the facility will 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 the facility will encourage delivery of waste in covered loads.

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

## **FACILITY RENEWAL APPLICANTS ONLY:**

☐ By checking this box, I certify that to the best of my knowledge, the Operating Plan on file with Metro dated October 2014 is the most current and accurate approved version of this document. A solid waste Draft Operations Plan, dated January 2017 is on file at DEQ awaiting review and approval. A copy of the Draft Operations Plan is enclosed, and is the most current and accurate version of this document.

## **ATTACHMENT D: INSURANCE**

The applicant must submit proof of the following types of insurance, covering the applicant, its employees, and agents:

- 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.
- Automobile bodily injury and property damage liability insurance must be a minimum of \$1,000,000 per occurrence and \$1,000,000 aggregate.
- The insurance must name Metro, its elected officials, departments, employees, and agents as ADDITIONAL INSUREDs on the Commercial General Liability and automobile insurance policies.
- 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 RENEWAL APPLICANTS ONLY:**

☐ By checking this box, I certify that to the best of my knowledge, the Insurance on file with Metro dated expires 10/15/17 is the most current and accurate version of this document.

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## **ATTACHMENT E: LAND USE COMPATIBILITY STATEMENT (LUCS)**

The applicant must submit the following information:

A copy of a completed Metro LUCS or DEQ LUCS. The Metro LUCS is available at [www.oregonmetro.gov/solidwasteforms](http://www.oregonmetro.gov/solidwasteforms).

### **FACILITY RENEWAL APPLICANTS ONLY:**

☒ By checking this box, I certify that to the best of my knowledge, the LUCS on file with Metro dated 9/26/16 (attached) is the most current and accurate version of this document.

## **ATTACHMENT F: PROPERTY USE CONSENT FORM**

The applicant must submit the following information:

If required in Part 1, section 9, of this application. The Property Use Consent Form is available at [www.oregonmetro.gov/solidwasteforms](http://www.oregonmetro.gov/solidwasteforms).

### **FACILITY RENEWAL APPLICANTS ONLY:**

☐ By checking this box, I certify that to the best of my knowledge, the Property Use Consent Form on file with Metro dated does not apply per 2/14/17 e-mail from Metro is the most current and accurate version of this document.

## **ATTACHMENT G: DEQ PERMIT APPLICATIONS AND INFORMATION**

The applicant must submit the following information:

A 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 RENEWAL APPLICANTS ONLY:**

☒ By checking this box, I certify that to the best of my knowledge, the DEQ permit or applications on file with Metro dated the Solid Waste Draft Operations Plan, dated January 2017, is on file at DEQ awaiting review and approval. The Draft Operations Plan includes the closure plan and financial assurance information. A solid waste permit is pending. The Draft Operations Plan is the most current and accurate versions of these documents.

## **ATTACHMENT H: OTHER REQUIRED PERMITS**

The applicant must submit the following information:

A copy of any required permit, license or franchise that a governing body or agency (whether federal, state, county, city or other) has granted or issued to the applicant (not including materials required by Attachment G). If the governing body or agency has not yet issued the required permit, license or franchise, the applicant must provide a copy of the application it submitted. Metro may also request copies of correspondence pertaining to any required permit, license or franchise.

### **FACILITY RENEWAL APPLICANTS ONLY:**

☒ By checking this box, I certify that to the best of my knowledge, all other required permits on file with Metro dated NPDES permit dated 2011, CWT permit dated January 2014, and Air Permit dated August 2008 are attached. These are the most current and accurate version of these documents.

## **ATTACHMENT I: CLOSURE PLAN AND FINANCIAL ASSURANCE**

The applicant must submit the following information:

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- (1) If DEQ requires a closure plan and financial assurance, the applicant 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 before the applicant engaged in the licensable activity. Closure may include, but is not limited to, removal of all on-site solid waste stockpiles accumulated after Metro 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, applicant must 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 before the applicant engaged 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 Metro 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 RENEWAL APPLICANTS ONLY:**

☒ By checking this box, I certify that to the best of my knowledge, the closure plan on file with Metro dated    the Solid Waste Draft Operations Plan, dated January 2017, is on file at DEQ awaiting review. The latest closure plan and financial assurance information is an appendix in the Draft Operations Plan. This plan is the most current and accurate version of this document.

## **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.

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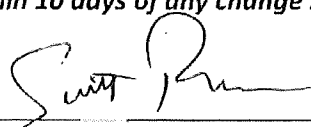
The applicant must prominently mark any information that it claims confidential with the mark "CONFIDENTIAL" before submitting the information to Metro. Subject to the limitations and requirements of ORS Chapter 192 (public records law) and other applicable laws, Metro will treat as confidential any information so marked and will make a good faith effort to not disclose that information unless Metro's refusal to disclose the 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) will 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, those representatives agree to continue to treat the information as confidential and make good faith efforts to not disclose the information.

## APPLICANT CERTIFICATION

An authorized agent of the applicant must sign this application. Metro will not accept an application without a signature.

***I certify 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 Scott Briggs

DATE 3/2/17 PHONE 503-286-8352

EMAIL ScottB@orrco.biz

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## Hila Ritter

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**From:** Hila Ritter  
**Sent:** Thursday, April 06, 2017 11:34 AM  
**To:** 'Jill Betts'  
**Cc:** loganc@orrco.biz; Warren Johnson; ScottB@orrco.biz  
**Subject:** RE: ORRCO license renewal application

Thank you for this information. I will attach this email as an addendum to your application, you do not need to submit a revised application form.

The Operating Plan submitted to Metro and DEQ dated January 23, 2017 is currently under review. DEQ has outlined the revisions required and is awaiting the updated document. Please submit the updated Operating Plan to Metro upon completion.

Please note: the Industrial Stormwater Discharge Permits, submitted as attachment H with this application have surpassed their expiration date, however each has been administratively extended by both the City of Portland and DEQ respectively. Please submit any new, renewed, or extended permits to Metro upon issuance.

Please let me know if you have any questions.

Thanks,

\*Hila

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**From:** Jill Betts [<mailto:jill@colesandbetts.com>]  
**Sent:** Thursday, March 23, 2017 4:15 PM  
**To:** Hila Ritter  
**Cc:** [loganc@orrco.biz](mailto:loganc@orrco.biz); Warren Johnson; [ScottB@orrco.biz](mailto:ScottB@orrco.biz)  
**Subject:** Re: ORRCO license renewal application

Hi Hila,

Our apologies for the delay. Answers to Questions 1-3 are below (in bold). Would you like us to re-submit a revised application form?

1. What is the legal name of the company? Is it Fuel Processors, Inc. or Oil Re-Refining Company, Inc. or Merit USA, Inc. or? Please provide an outline of your corporate structure.

**Oil Re-Refining Company, Inc. is the legal company name. Merit USA, Inc. owns the land.**

2. Page 1, question 2: You marked the box "Non-putrescible (dry) waste material recovery facility." For the purposes of a Metro solid waste license, I understand your facility type to be "Other solid waste reload facility". Please refer to the following definitions of "material recovery" and "reload" as set forth in Metro Code and let me know which accurately describes your facility operations.
  - *"Material recovery" means a type of resource recovery that is limited to manual or mechanical methods of obtaining material from solid waste that still has useful physical or chemical properties and can be reused, recycled, or composted for some purpose. Material recovery includes obtaining material from solid waste that is used in the preparation of fuel, but excludes the extraction of heat content or other forms of energy from the material.*

- "Reload" means the activity of receiving solid waste for the purpose of consolidating and transferring it to a solid waste facility.

**Agreed**

3. Page 5, question 12 is incomplete. **See table below:**

<b>12. Inbound Waste/Feedstock by Generator</b>			
Identify the expected annual tonnage amount of waste/feedstock that the facility will receive and recover from the following types of generators.			
Generator	Tons Received	Tons Recovered	Tons Residual
Agricultural:	25	25	0
Commercial:	8,200	7,800	400
Industrial:	9,600	9,000	600
Residential:	2,000	2,000	0
<b>TOTAL TONS:</b>	<b>19,825</b>	<b>19,825</b>	<b>1,000</b>

Please let me know if you have any questions.

**Jill Betts, R.G., L.G.**

Principal

**Coles + Betts Environmental Consulting, LLC**

**Oregon WBE/ESB**

Office: 503-477-6150

Mobile: 503-819-2835

E-mail: [jill@colesandbetts.com](mailto:jill@colesandbetts.com)

Website: [ColesandBetts.com](http://ColesandBetts.com)

On Mar 23, 2017, at 1:59 PM, Hila Ritter <[hila.ritter@oregonmetro.gov](mailto:hila.ritter@oregonmetro.gov)> wrote:

Good afternoon,

I received the CD with separated attachments which addresses question #4 from my email dated March 10 (see below). I have not yet received anything addressing questions 1-3. Please provide me with this information as soon as possible, as ORRCO's solid waste license renewal application will not be considered complete until these questions are answered.

Thanks,

\*Hila

**Hila Ritter**

Solid Waste Authorization Coordinator  
Property and Environmental Services

*My gender pronouns: she, her, hers.*

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600 NE Grand Ave.  
Portland, OR 97232-2736  
503-797-1862

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**From:** Hila Ritter

**Sent:** Friday, March 10, 2017 4:44 PM

**To:** 'loganc@orrc.co.biz'; 'Jill Betts'

**Cc:** Warren Johnson

**Subject:** ORRCO license renewal application

Hello,

I have reviewed the application and attachments submitted by ORRCO and I have a few clarifying questions:

1. What is the legal name of the company? Is it Fuel Processors, Inc. or Oil Re-Refining Company, Inc. or Merit USA, Inc. or? Please provide an outline of your corporate structure.
2. Page 1, question 2: You marked the box "Non-putrescible (dry) waste material recovery facility." For the purposes of a Metro solid waste license, I understand your facility type to be "Other solid waste reload facility". Please refer to the following definitions of "material recovery" and "reload" as set forth in Metro Code and let me know which accurately describes your facility operations.
  - *"Material recovery" means a type of resource recovery that is limited to manual or mechanical methods of obtaining material from solid waste that still has useful physical or chemical properties and can be reused, recycled, or composted for some purpose. Material recovery includes obtaining material from solid waste that is used in the preparation of fuel, but excludes the extraction of heat content or other forms of energy from the material.*
  - *"Reload" means the activity of receiving solid waste for the purpose of consolidating and transferring it to a solid waste facility.*
3. Page 5, question 12 is incomplete.
4. The CD submitted with your application containing additional attachments has them all together as one PDF. Please re-submit these as separate documents.

ORRCO's solid waste license renewal application will not be considered complete until these issues are resolved. Please contact me if you have any questions.

Thanks,  
\*Hila

**Hila Ritter**

Solid Waste Authorization Coordinator  
Property and Environmental Services

*My gender pronouns: she, her, hers.*

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