



Solid Waste Facility License Application

Application packet for a new license, license renewals, change of authorization requests, or change in ownership for facilities that:

- Process non-putrescible (dry) waste
- Reload solid waste
- Compost or reload yard debris

Issued June 2016

Metro
600 NE Grand Ave.
Portland, OR 97232-2736
503-797-1835

Solid Waste Facility License Application



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This packet contains an application for a Metro Solid Waste Facility License. You may also want to review the relevant sections of Metro Code. Metro Code Chapter 5.01 identifies which solid waste facilities and activities require a Metro license. You can access the Metro Code via the Metro web site at www.oregonmetro.gov/metro-code.

Metro staff will review an application for completeness within 15 business days of receipt and notify the applicant whether their application is deemed to be complete. If an application is incomplete, Metro will notify the applicant as to what additional information is required.

Application for a new Solid Waste Facility License

An applicant seeking a new Metro Solid Waste Facility License must first attend a pre-application conference before submitting an application. The purpose of the pre-application conference is for Metro 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. An applicant should prepare for the pre-application conference by reviewing application forms and drafting answers before the conference. To schedule a pre-application conference, contact Metro's Solid Waste Compliance and Cleanup Division at 503-797-1835 or via email at SWCC@oregonmetro.gov.

After completing the pre-application conference, an applicant 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 approve or deny a new license within 120 days after Metro deems the application to be complete. The fee for filling a license application is \$300. See Metro Code Chapter 5.01 for more information regarding the issuance of a license.

Renewal of an Existing License

An applicant 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 Metro staff directs otherwise. License renewal applications must be submitted not less than 120 days before the current license expires. If a licensee fails to timely submit a renewal application, the licensee's authority to operate may lapse. Additionally, the Chief Operating Officer is not obligated to renew a license earlier than the expiration date of the existing license even if the licensee files a renewal application more than 120 days before the existing license expires. The fee for filing a license renewal application is \$300. See Metro Code Chapter 5.01 for more information regarding the renewal of licenses.

Change of Authorization to an Existing License

An applicant seeking a change of authorization for an existing license (other than renewal) must submit to Metro a completed *Solid Waste Facility License Application* form and provide all additional information as required unless Metro staff directs otherwise. The applicant cannot implement the requested change of authorization until Metro approves it in writing. The fee for filing a change of authorization application is \$100. See Metro Code Chapter 5.01 for more information regarding changes of authorization for licenses. Metro may require the applicant to apply for a new license if there is a significant change in the types of solid waste accepted or activities performed at a facility.

Transfer of Ownership or Control of an Existing License

An applicant seeking to transfer ownership or control of an existing license must submit to Metro a completed *Solid Waste Facility License Application* form and provide all additional information as required, unless Metro staff directs otherwise. See Metro Code Chapter 5.01 for more information regarding requirements for the transfer of ownership for a licensed facility.

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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

Metro use only **AUG 18 '17 RCVD**
DATE RECEIVED:
DATE DEEMED COMPLETE BY METRO:
SEP 15 2017

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 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 type="checkbox"/>	Other solid waste reload facility
<input checked="" type="checkbox"/>	Yard debris composting facility

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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.

4. Applicant (Licensee)

Facility Name:	S&H Cornelius
Company Name:	Northwest Environmental & Recycling, Inc.
Street Address:	1045 North 4 th Avenue
City/State/Zip:	Cornelius, OR 97113
Mailing Address:	20200 SW Stafford Road
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

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

Name:	S&H Logging Co., Inc.
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:	Northwest Environmental & Recycling, Inc.
Contact Person:	David Miller
Street Address:	1045 North 4 th Avenue
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:	david@shbark.com

7. Site Description

Tax Lot(s):01800 & 01900	Section: 33	Township:1N	Range:3
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8. Land Use

Present Land Use Zone:	General Industrial	
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:		
Are any permits required from the Oregon Department of Environmental Quality (DEQ)?	<input checked="" type="checkbox"/> Yes If yes, please list all DEQ permits below and attach copies with this application (see Attachment G).	<input type="checkbox"/> No
Listing of all required DEQ permits:	Solid Waste Disposal Site Permit 1440 (Registration Permit) 1200-Z Industrial Stormwater Permit	
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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No 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:	Gehr-Stroupe Properties, LLC	
Mailing Address:	20200 SW Stafford Rd	
City/State/Zip:	Tualatin, OR 97062	
Phone Number:	503-638-1011	

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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	7:30-4:00 M-F	7:30-4:00 M-F	7:30-4:00 M-F
Estimated Vehicles Per Day	30	6	6

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:	0		
Commercial:	1,000	999	1
Industrial:	0		
Residential:	9,000	8991	9
TOTAL TONS:	10,000	9,990	10

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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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	840	Grind	40	1 month, 1 month
Source-Separated Yard Debris:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	10,000	Grind, compost	45	1 week, 1 week
Source-Separated Residential Food Waste Mixed with Yard Debris:	6 <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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	2,000	Crush	15	3 months, 2 months
Non-putrescible (dry) waste:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
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				
Petroleum Contaminated Soil:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Putrescible (wet) waste:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Other Waste/Feedstocks (please specify):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Fill Dirt 2,000	Screen	15	4 months, 3 months
Other Waste/Feedstocks (please specify):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Scrap Steel 100	na	0	Boxes hauled to recycler when full

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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*
residential and commercial users	Compost	5,000	Soil amendment
Longview Fiber	Hog Fuel	840	Heat and power
Residential and Commercial users	Recycled Aggregate (concrete)	2,000	Road base
Residential and Commercial users	Fill Dirt	2,000	General fill

**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
NA		

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.

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Longview Fiber	Hog Fuel	840	Heat and power
Residential and Commercial users	Recycled Aggregate (concrete)	2,000	Road base
Residential and Commercial users	Fill Dirt	2,000	General fill
Rivergate Scrap Metals	Metal	40	recycling

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

15. Subcontractors

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NAME	ADDRESS	FUNCTION
NA		

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

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- 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.

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).

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- (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.
- (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 the facility will use 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 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 4-25-17 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:

- (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.

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- (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 RENEWAL APPLICANTS ONLY:

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

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.

FACILITY RENEWAL APPLICANTS ONLY:

☐ By checking this box, I certify that to the best of my knowledge, the LUCS on file with Metro dated _____ 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.

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 _____ 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 _____ is the most current and accurate version of this document.

ATTACHMENT H: OTHER REQUIRED PERMITS

The applicant must submit the following information:

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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 ____ are the most current and accurate version of these documents.

ATTACHMENT I: CLOSURE PLAN AND FINANCIAL ASSURANCE

The applicant must submit the following information:

- (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 4/25/17 (as part of Operating Plan) is the most current and accurate version of this document.

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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 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 _____ Casey Stroupe _____

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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.

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APPLICANT CERTIFICATION

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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 ____Casey Stroupe____

DATE ____7-31-17____ PHONE ____503-841-7543____

EMAIL ____casey@shbark.com____

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ATTACHMENT A

Tax Lot Map

1-Mile Radius Aerial

Gate Signage

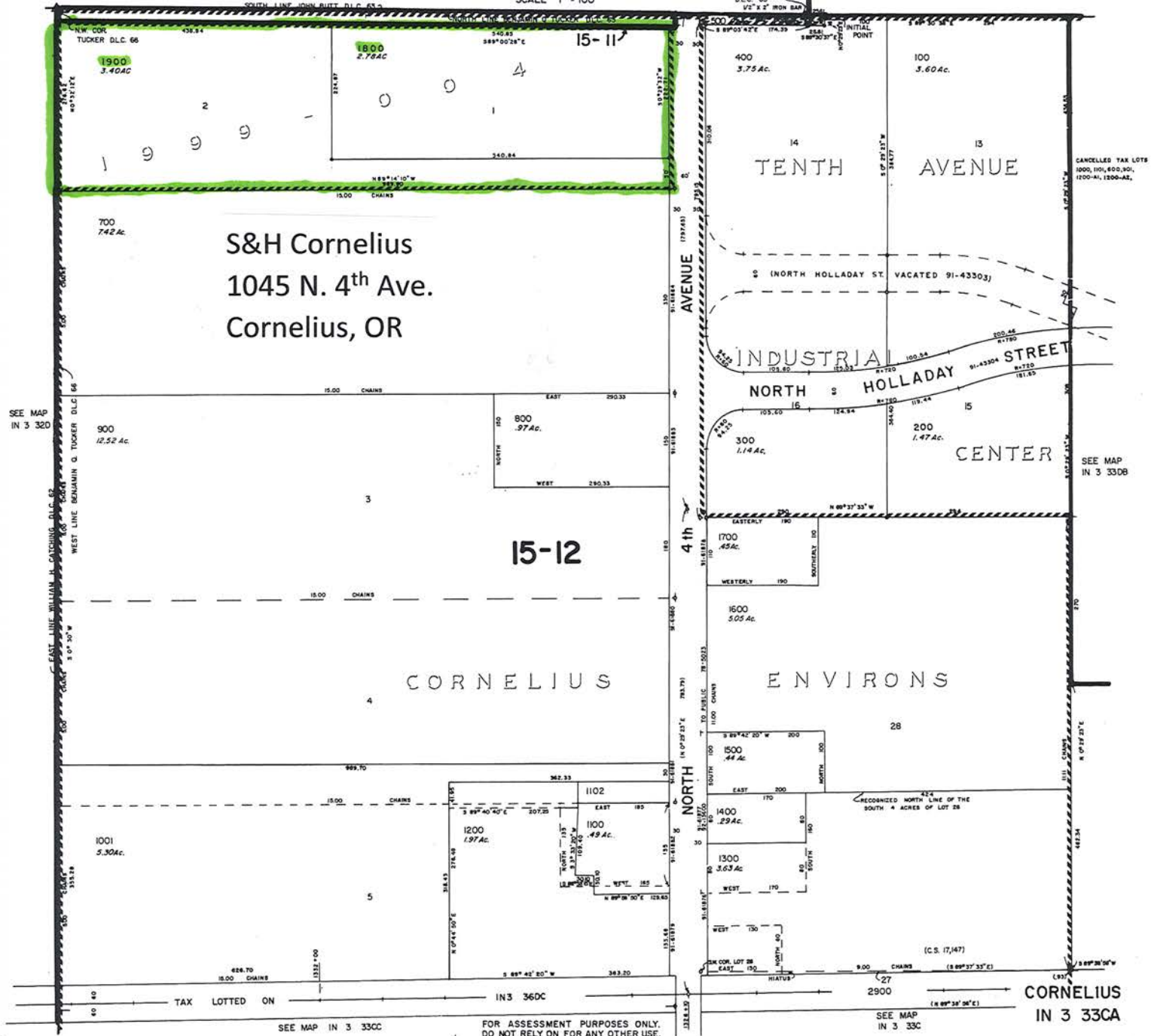
Site Plan

Prevailing Wind Chart

SEE MAP
IN 3 33B

WASHINGTON COUNTY OREGON

SCALE 1" = 100'

SE COR. JOHN BUTT
D.L.C. 63
1/2" x 2" IRON BAR

Google Maps



Imagery ©2017 Google, Map data ©2017 Google United States 2000 ft

Prevailing Winds (at Hillsboro Airport):

South October-April

Northwest May-September

Source: Western Regional Climate Center

<https://wrcc.dri.edu/htmlfiles/westwinddir.html>

Measure distance

Total distance: 1.02 mi (1.65 km)

S&H Cornelius
1045 N. 4th
Cornelius, OR

S&H 1045 N. 4th Ave.

Metro Emergency # 503-234-3000

Facility Emergency # 971-312-1183

503-969-8386

HOURS of OPERATION

Mon-Fri 7:30 am - 4 pm

Saturday 8 am - 4 pm

Drop Off Rates Min. Charge \$12

Clean Fresh Grass & Limbs

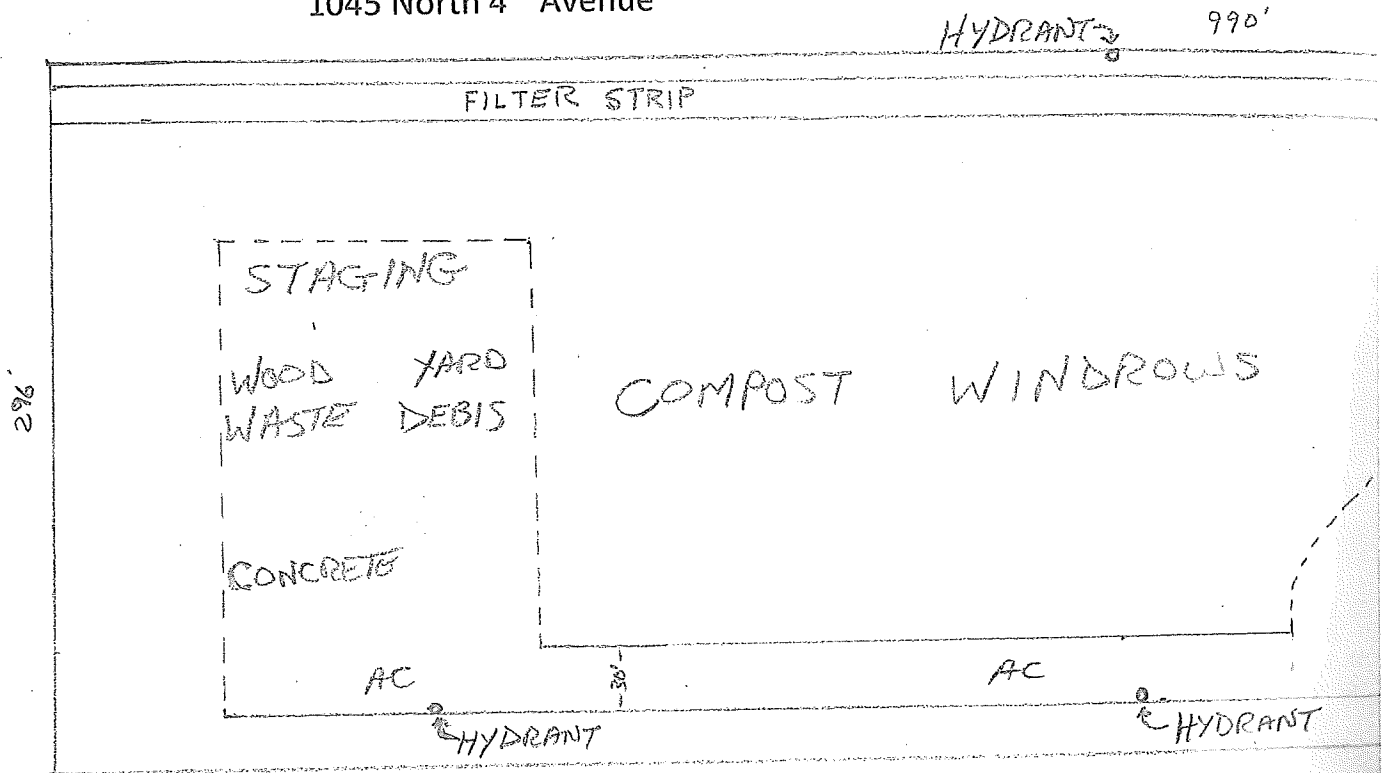
Lumber & Large Wood Min Charge \$16

**We Do Not Accept Glass, Plastic containers
or bags, Metal or Aluminum Products.
No Hazardous Waste of Any Kind.**

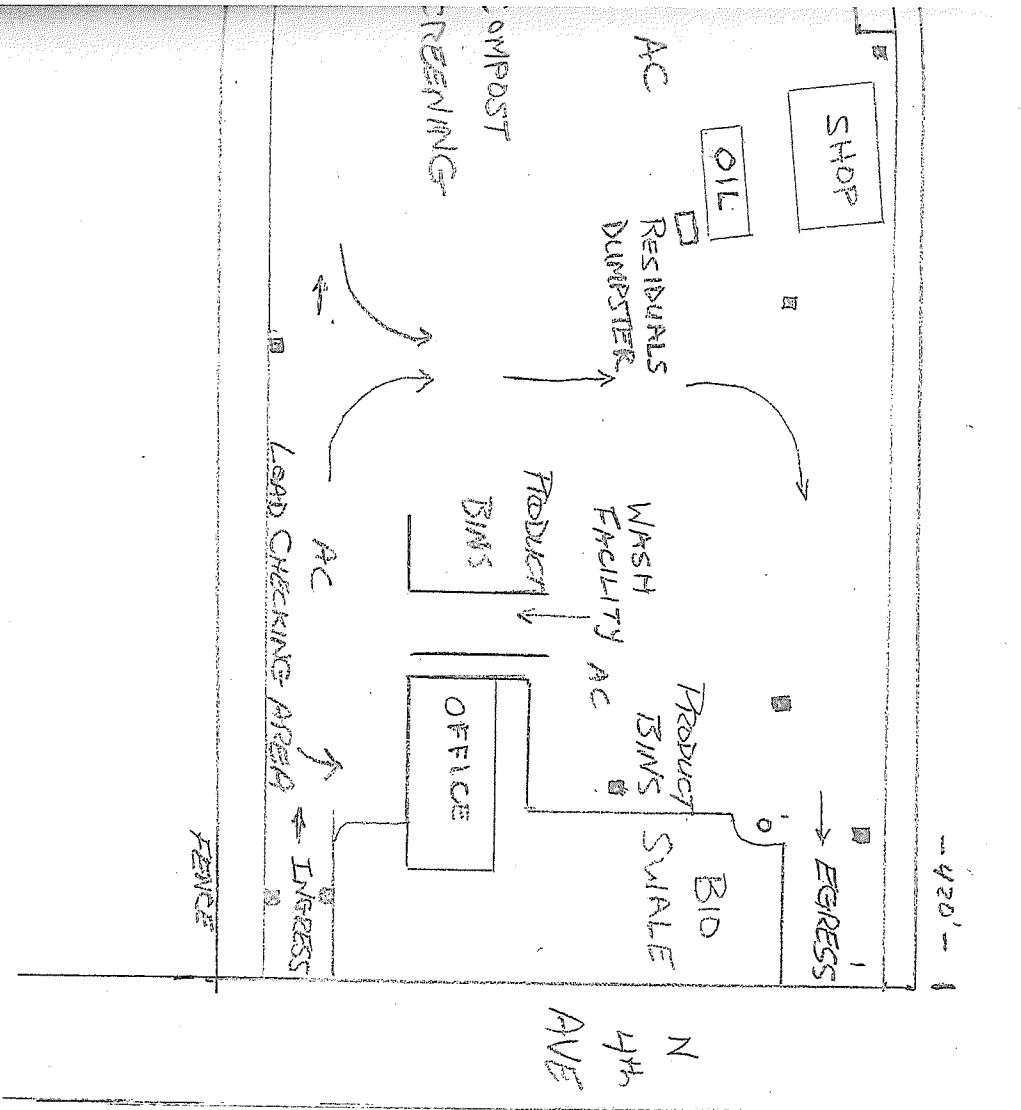
SITE PLAN

S&H Cornelius Compost Facility

1045 North 4th Avenue



N



OREGON

PREVAILING WIND DIRECTION

STATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANN
ASTORIA AIRPORT, OR (KAST).	E	E	E	S	W	W	NW	NW	NW	E	E	E	E
AURORA AIRPORT, OR (KUAO).	S	S	S	S	S	S	N	N	N	S	S	S	S
BAKER CITY AP, OR (KBKE). W	ESE	ESE	ESE	N	N	NNW	NNW	NNW	NNW	N	ESE	ESE	NNW
BURNS MUNI AP, OR (KBNO). W	E	E	WNW	NW	NW	WNW	WNW	WNW	WNW	WNW	E	E	WNW
CORVALLIS AP, OR (KCV0). WI	S	S	S	S	WNW	NW	NW	NW	WNW	S	S	S	S
EUGENE AIRPORT, OR (KEUG).	S	S	S	S	N	N	N	N	N	S	S	S	N
HERMISTON MUNI AP, OR (KHRI)	WSW	S	WSW	WSW	WSW	WSW	WSW	WSW	SW	WSW	S	WSW	WSW
KLAMATH FALLS AP, OR (KLMT).	SSE	SSE	W	W	W	W	W	W	NNW	W	SSE	SSE	W
LA GRANDE AP, OR (KLGD). WI	S	S	S	NW	NW	NW	NW	NW	NW	S	S	S	S
LAKEVIEW AIRPORT, OR (KLKV).	S	S	S	N	N	N	N	N	N	N	S	S	N
MCMINNVILLE MUNI AP, OR (KMM)	N	N	S	SW	SW	SW	SW	SW	N	N	N	N	N
MEACHAM AIRPORT, OR (KMEH).	SSE	S	W	W	W	W	W	N	W	W	S	S	W
MEDFORD AIRPORT, OR (KMFR).	N	N	N	N	WNW	WNW	WNW	WNW	WNW	N	N	N	N
NEWPORT MUNI AP, OR (KONP).	E	E	S	S	NNW	NNW	NNW	NNW	N	S	S	E	S
NORTH BEND MUNI AP, OR (KOTH)	SSE	SSE	SSE	SSE	N	N	N	N	N	N	SSE	SSE	N
ONTARIO MUNI AP, OR (KONO).	W	W	W	W	W	NW	W	W	W	W	W	W	W
PENDLETON AP, OR (KPDY). WI	S	S	W	W	W	W	W	W	SE	SE	S	S	W
PORTLAND INT'L AP, OR (KPDY)	ESE	ESE	ESE	S	NNW	NNW	NNW	NNW	NW	NW	ESE	ESE	ESE
PORTLAND-HILLSBORO AP, OR (K	S	S	S	S	NW	NW	NW	NW	NW	S	S	S	S
PORTLAND-TROUTDALE AP, OR (K	E	E	E	E	W	W	W	W	W	E	E	E	E
REDMOND AIRPORT, OR (KRDM).	S	S	S	WNW	NW	NW	NNW	NNW	S	S	S	S	S
ROME, OR (KREO). WIND ROSE.	S	S	SSE	S	N	WSW	N	S	SSE	SSE	S	S	S
ROSEBURG AIRPORT, OR (KRBG).	S	S	N	N	N	N	N	N	N	N	S	SSE	N
SALEM AIRPORT, OR (KSLE). W	S	S	S	S	S	N	N	N	N	S	S	S	S
SEXTON SUMMIT, OR (KSXT). W	S	S	S	S	NNW	NNW	NNW	NNW	NNW	S	S	S	S
THE DALLES AP, OR (KDLS). W	E	NW	NW	WNW	NW	NW	NW	NW	NW	WNW	E	E	NW

ATTACHMENT B

Facility Design Plan

Proof of Fire Code Compliance Letter

Fire Code Compliance
Letter to follow

Facility Design Plan

(1) S&H Cornelius is a 6 acre facility in the General Industrial zone of Cornelius that is a DEQ permitted solid waste facility. The site has a DEQ registration permit for composting, as well as a Metro License for receiving and recycling yard debris, wood waste, fill dirt and concrete. The site was developed for these purposes in 1999 By Bud and Sheila Dow. The site is ideal for these purposes, being on the edge of the General Industrial zone and bordering EFU zone to the north. Potential nuisances are minimized and are buffered by the location. Compost, recycled concrete aggregate, and screened fill dirt are sold to local residents and businesses. Hog fuel is produced and hauled to industrial end-users.

Facility design is essentially to have incoming materials staged at the rear of the site, and products stockpiled near the front of the site, with the composting in-between. Technology consists of grinders, and crushers used for size-reducing the incoming materials. Composting is a combination of windrow and static pile methods, with turning performed by a track hoe. S&H is seriously considering changing this method to an aerated static pile method with an above-grade positive aeration system. This will significantly reduce the space requirements due to a much higher rate of composting. A stormwater collection system consists of catch basins servicing the asphalt surface, as well as a conveyance swale on the northern side, and a water quality manhole and bioswale on the east end.

The only two significant buildings are the office and a mechanical shop. Significant equipment include front-end loaders, track-hoe, product delivery trucks, wood grinder, product screens, and water truck.

Residuals from processing these various materials are quite limited as a result of routine inspections of incoming loads, and rejection of any non-authorized materials. A covered dumpster is used to store any residuals requiring storage and proper disposal. Examples include plastics and glass. Metals culled from incoming authorized materials are placed in the drop box kept on site for recycling scrap metal.

(2) The composting process is thoroughly described in the attached Operating Plan (Attachment C).

(3) The management of dust, odor, airborne debris and litter is also described in the Operating Plan.

(4) Fire Prevention: Please see the accompanying email from the Cornelius Fire Department.

(5) The Site Plan shows the traffic flow pattern, using the ingress and egress driveways. The space available at the Ingress driveway is ample (75') to assure queuing off the public road. Most large trucks that enter the site are S&H transfer loads that proceed to the rear staging area without stopping to be inspected. Also, the location of the site at the end of a dead-end street essentially eliminates any drive-by traffic. The site flow pattern is intuitive, and new customers are told where to find specific product bins, where they will be loaded, and how to exit the site.

(6) The site operates under a DEQ 1200-Z Stormwater Permit, and has been meeting benchmarks reliably in the past. The site also has a DEQ permit for a Wash Facility that is located to the west of the Office.

ATTACHMENT C

Operating Plan

S&H CORNELIUS YARD DEBRIS COMPOSTING OPERATING PLAN
For METRO LICENCE
(revised 4-25-2017)

A. Procedures for inspecting loads

- 1) Inspecting incoming loads for the presence of prohibited wastes.

Incoming loads check-in at the front office where the desk person visually inspects the load, approaching it for measuring and closer inspection if necessary. A worker is sometimes in the unloading area and inspects materials as they are dumped or unloaded. Compacted loads of yard debris can only be monitored after dumping, and if excessive amounts of contaminants are observed in the pile, action is taken with the parties responsible for the most recent deliveries.

- 2) A set of objective criteria for accepting and rejecting loads.

The list of acceptable materials and prohibited materials is posted on the gate as well as in the office. Parties bringing and dumping unacceptably contaminated yard debris are first given a warning, with specific information about the contamination. If this does not solve the problem, a fee of \$50 is charged per incident. If this does not change their behavior, they are refused future dumping privileges.

B. Procedures for processing loads.

1. Processing authorized solid wastes, including any chipping or grinding, and a description of how painted or treated wood waste will be kept separate from yard debris compost feedstocks.

Incoming compost feedstocks are staged in an area at the back of the site. These materials are ground using a horizontal grinder. The ground material is then placed into windrows with a front-end loader. Windrows are turned on a weekly basis for up to 4 months, when the material is removed for screening and curing. All incoming urban wood waste (including painted and treated wood) is dumped in an area that is separate from the yard debris dumping area. Signage helps keep these two materials separate.

2. Minimizing storage times, avoiding delay in processing and managing yard debris and landscape waste during all weather conditions.

Due to the relatively small amount of incoming yard debris at this site, it is ground once a week and formed into windrows, regardless of weather conditions. This has proven to be an adequate method of processing for odor and vector control.

3. Storing authorized solid wastes. Describe the maximum length time for retaining yard debris and grass clippings on-site prior to formation of active compost piles or windrows.

As stated above, the incoming authorized materials are ground once a week. Ground yard debris is placed into windrows generally within 24 hours of grinding. Wood waste is ground less frequently, generally once per month.

- C. Procedures for managing prohibited wastes. The operating plan shall describe procedures for managing and transporting to appropriate facilities any prohibited wastes discovered at the facility. The plan shall include procedures for managing:

1. Hazardous wastes.

If hazardous waste is identified in a load before it is dumped, the driver will be informed and directed to an appropriate disposal facility, such as a transfer station or landfill. If hazardous waste is identified after the load is dumped, safety considerations will be made and, if appropriate, trained staff with proper protective clothing and equipment will bag or otherwise contain the material and place in a hazardous, sealed drop-box or bin. If safety of workers cannot be assured, emergency hazmat personnel will be enlisted. All hazardous materials will be transferred safely to an appropriate disposal facility.

2. Other prohibited solid wastes (e.g., food waste, putrescible waste).

If found, prohibited wastes such as food waste or other putrescible wastes would be culled from the pile and placed in a roll-off box to be promptly transferred to a permitted disposal facility. Action would be taken as quickly as possible to prevent odor generation.

- D. Procedures for emergencies. The operating plan shall describe procedures to be followed in case of fire or other emergency.

Employee safety training is standard at S&H facilities, including S&H Cornelius. This training includes procedures for handling emergencies, including spills, fires, and accidents. Critical phone numbers for emergency response will be posted, including:

1. Fire and Medical : 911
2. Metro: 503-797-1650 or 503-797-3000; email: will.ennis@oregonmetro.gov
3. DEQ: 503-229-5263 or 503-229-5562;
email: Condon.Killian@deq.state.or.us
4. Spill Response – OERS (OR Emergency Response System): 1-800-452-0311
5. Spill Response – National Response Center: 1-800-424-8802
6. S&H On-Site Recycling Manager: 971-245-2545
7. S&H Off-Site Manager: 503-969-2121
8. Clean Water Services: 503-681-3600

The operator shall maintain accurate records of any unusual occurrences (fires or any other significant disruption) encountered during operation and methods to resolve problems arising from these events, including details of all incidents that required implementing emergency procedures.

Fires, accidents, emergencies, and any other significant incidents will be reported to Metro within 12 hours of discovery of the occurrence. Phone call or email to Metro as well as DEQ. Leachate releases or unauthorized storm water releases to waters of the state will be reported to Clean Water Services. Breakdowns of equipment that interrupt usual material processing and threaten to create nuisances must also be reported to Metro and DEQ.

Four fire hydrants and adequate fire hoses on site assure that water is available to all areas of material storage, composting, and curing. If fire or smoke is detected from spontaneous combustion, water will immediately be used to cool down and quench a hot spot. An excavator will be used to break up and expose hot material for more direct dousing. The fire department will be called.

Spills of hydraulic oil, lubricating oil, or fuel oil will be cleaned up with a spill kit which is kept in the tool garage.

- E. Procedures for preventing and controlling nuisances, including noise, vectors, dust, and litter. Include a description of how you will encourage delivery of waste in covered loads.

Noise: All rolling stock and grinders are equipped with well-functioning mufflers. Although located in an industrial zone, use of such equipment is kept within normal operating hours.

Vectors: Moist, composting organics are managed to maintain adequately high temperatures to discourage vector nesting and reproduction. Weekly pile turning disrupts the insects' breeding cycle. Rodent (nutria, rats) nesting in curing piles is monitored and controlled with front-end loaders and fire-arms when necessary.

Dust: Misting during grinding helps prevent dust generation and migration. Drive areas are swept and watered during the dry months. Compost is generally moist enough to prevent dust emissions during handling and screening.

Litter: Signage is used to encourage drivers to cover incoming loads. Daily inspections and cleaning, if needed, of 4th Avenue and the site's drive areas helps keep litter to a minimum. Culling contaminants from the dumped yard debris and wood waste before grinding helps reduce blowing paper and plastic.

Odor: Incoming yard debris is monitored for odor and handled accordingly. Odorous materials, once unloaded in the yard debris staging area, are covered with ground woody material until the material is ground and placed into composting windrows. A C:N ratio goal of 30-40:1 is targeted to assure composting progresses favorably. When composting, moisture and temperature are monitored to assure a beneficial environment for the micro-organisms. Windrows are turned once a week to help eliminate anaerobic conditions which can produce odor-causing compounds. Turning is not done during air inversions, when odor would be trapped close to the ground for extended periods of time. Porosity is created and maintained by C:N, particle size, sensible turning, and not driving on piles

F. Procedures for fire prevention, protection, and control measures used at the facility.

Please see "D" above. In general, spontaneous combustion in well managed compost piles is rare. Fire is discouraged by keeping piles adequately moist, and by turning regularly to prevent ultra-high temperatures. Temperatures over 160 are not good for composting (excessive loss of carbon and organic matter). Ample moisture and regular turning help keep temperatures in range.

Fire extinguishers are carried on all rolling stock and stationary equipment.

Additional Operating Plan Elements:

1) Procedures for Responding to and Recording Complaints

All complaints received will be logged in a complaint binder, recording time, date, person complaining, nature of complaint, weather conditions, and immediate actions taken, if any. All efforts will be made to respond to complaints in a timely manner, addressing them as soon as possible and at least within one business day. The complaint log will also chronicle all complaint resolution success or failure and identification of next steps, including follow-up conversations with person(s) complaining as well as with regulators.

2) Temporary Closure

A temporarily closure would mean that incoming materials will not continue to be accepted. Under these circumstances, the composting yard debris will continue to be managed to insure that controlled decomposition is not generating nuisances, and that the materials continue their transformation to compost. In addition, storm water BMPs will continue to be practiced to assure protection of the waters of the state as well as minimization of odors.

3) Permanent Closure

The final closure of operations at the site will entail:

- termination of acceptance of all incoming materials
- frequent turning of the remaining composting yard debris to minimize the time required to reach stable compost
- removal of finished product as sales or to other storage locations
- processing of wood waste into hog fuel and off-loading this to end users
- crushing of concrete and off-loading of recycled aggregate
- removal of all fuel and oil containers and supplies such as the above ground diesel tank and containers of hydraulic fluid in the shop
- removal of the office trailer

S&H CORNELIUS YARD DEBRIS COMPOSTING OPERATING PLAN
For METRO LICENCE
(Revised 8-31-2017)

A. Procedures for inspecting loads

- 1) Inspecting incoming loads for the presence of prohibited wastes.

Incoming loads check-in at the front office where the desk person visually inspects the load, approaching it for measuring and closer inspection if necessary. A worker is sometimes in the unloading area and inspects materials as they are dumped or unloaded. Compacted loads of yard debris can only be monitored after dumping, and if excessive amounts of contaminants are observed in the pile, action is taken with the parties responsible for the most recent deliveries.

- 2) A set of objective criteria for accepting and rejecting loads.

The list of acceptable materials and prohibited materials is posted on the gate as well as in the office. Parties bringing and dumping unacceptably contaminated yard debris are first given a warning, with specific information about the contamination. If this does not solve the problem, a fee of \$50 is charged per incident. If this does not change their behavior, they are refused future dumping privileges.

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2. Other prohibited solid wastes (e.g., food waste, putrescible waste).

If found, prohibited wastes such as food waste or other putrescible wastes would be culled from the pile and placed in a roll-off box to be promptly transferred to a permitted disposal facility. Action would be taken as quickly as possible to prevent odor generation.

- D. Procedures for emergencies. The operating plan shall describe procedures to be followed in case of fire or other emergency.

Employee safety training is standard at S&H facilities, including S&H Cornelius. This training includes procedures for handling emergencies, including spills, fires, and accidents. Critical phone numbers for emergency response will be posted, including:

1. Fire and Medical : 911
2. Metro: 503-234-3000; email: will.ennis@oregonmetro.gov
3. DEQ: 503-229-5263 or 503-229-5562;
email: Condon.Killian@deq.state.or.us
4. Spill Response – OERS (OR Emergency Response System): 1-800-452-0311
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Spills of hydraulic oil, lubricating oil, or fuel oil will be cleaned up with a spill kit which is kept in the tool garage.

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Dust: Misting during grinding helps prevent dust generation and migration. Drive areas are swept and watered during the dry months. Compost is generally moist enough to prevent dust emissions during handling and screening.

Litter: Signage in the office is used to encourage drivers to cover incoming loads ("All Loads Must Be Suitably Covered to Prevent Material from Blowing Off During Transit"). Daily inspections and cleaning, if needed, of 4th Avenue and the site's drive areas helps keep litter to a minimum. Culling contaminants from the dumped yard debris and wood waste before grinding helps reduce blowing paper and plastic.

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- F. Procedures for fire prevention, protection, and control measures used at the facility.

Please see "D" above. In general, spontaneous combustion in well managed compost piles is rare. Fire is discouraged by keeping piles adequately moist, and by turning regularly to prevent ultra-high temperatures. Pile temperatures will be monitored weekly. If 185 F is exceeded, the pile will be stirred and moistened to lower the temperature.

Other guidelines from the Cornelius Fire Department which are being followed are:

Fire extinguishers (Minimum rated 4-A:60-B:C) are carried on all rolling stock and stationary equipment.

Piles will not exceed 25' high, 150' wide, and 250' long.

The pile will be surrounded by a minimum 15' wide drivable surface to allow adequate access by emergency vehicles.

Pile temperatures (taken weekly) will be recorded in a log book that can be checked by fire personnel.

Additional Operating Plan Elements:

1) Procedures for Responding to and Recording Complaints

All complaints received will be logged in a complaint binder, recording time, date, person complaining, nature of complaint, weather conditions, and immediate actions taken, if any. All efforts will be made to respond to complaints in a timely manner, addressing them as soon as possible and at least within one business day. The complaint log will also chronicle all complaint resolution success or failure and identification of next steps, including follow-up conversations with person(s) complaining as well as with regulators.

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- processing of wood waste into hog fuel and off-loading this to end users
- crushing of concrete and off-loading of recycled aggregate
- removal of all fuel and oil containers and supplies such as the above ground diesel tank and containers of hydraulic fluid in the shop
- removal of the office trailer

ATTACHMENT D

Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/03/2017

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 Premier NW Insurance 421 High St #200 Oregon City, OR 97045 W. Mike Moll	CONTACT NAME: Julie Carmicle		
	PHONE (A/C, No, Ext): 503-655-6344	FAX (A/C, No): 503-655-2035	
	E-MAIL ADDRESS: jcarmicle@premiernw.net		
	PRODUCER CUSTOMER ID #: S&HLO-1		
INSURED S & H Logging Co. dba Landscape Products & Supply, Stafford Property, Equipment, Leasing & Development Co, LLC, 20200 SW Stafford Rd Tualatin, OR 97062-9731	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Continental Western Insurance		
	INSURER B : SAIF Corp		36196
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 2

REVISION NUMBER: 1

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			CPA 6020119	05/15/2017	05/15/2018	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
		GEN'L AGGREGATE LIMIT* APPLIES PER:						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
A	AUTOMOBILE LIABILITY			CWP 6020119	05/15/2017	05/15/2018	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 type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT)	\$
	<input type="checkbox"/> HIRED AUTOS						Comp Ded	\$ 1,000
	<input type="checkbox"/> NON-OWNED AUTOS						Coll Ded	\$ 1,000
A	UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		CU 6020120	05/15/2017	05/15/2018	EACH OCCURRENCE	\$ 10,000,000
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE	\$ 10,000,000
	DEDUCTIBLE							\$
	<input checked="" type="checkbox"/> RETENTION \$ 10,000							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			932852 - S&H LOGGING ONLY	10/01/2016	10/01/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input checked="" type="checkbox"/> Y	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Inland Marine			CWP 6020119	05/15/2017	05/15/2018	Deductible	5,000
A	Property in Transit			CWP 6020119	05/15/2017	05/15/2018	Limit	25,000

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 additional insured with respects their interest in the operations of the named insured per the CLCG00130813. All operations of the named insured subject to policy conditions, limitations and exclusions.

SEE NOTES

CERTIFICATE HOLDER

CANCELLATION

METRO01

Metro
600 NE Grand Ave.
Portland, OR 97232

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

NOTEPAD

INSURED'S NAME S & H Logging Co. dba

S&HLO-1
OP ID: JC

PAGE 2
Date 08/03/2017

Additional Named Insured: S & H Recycling, LLC; Northwest Environmental & Recycling, Inc.; N Columbia Blvd LLC

NOTEPAD:

HOLDER CODE METRO01
INSURED'S NAME S & H Logging Co. dba

S&HLO-1
OP ID: JC

PAGE 3
Date 08/03/2017

Metro Licensed Facilities:

S&H Landscape Supply & Recycling, 20200 SW Stafford Rd, Tualatin
Landscape Products & Supply, 1748 NE 25th, Hillsboro
S&H Cornelius, 1045 North 4th Ave., Cornelius
S&H Recycling, 1601 N. Columbia Blvd, Portland

ATTACHMENT E

Land Use Compatibility Statement

Land Use Compatibility Statement (LUCS)

Solid waste application supplemental form



Metro

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

SUBMIT THIS FORM 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

Metro use only

DATE RECEIVED:

DATE DEEMED COMPLETE BY METRO:

METRO Land Use Compatibility Statement (LUCS)

WHAT IS A LUCS? A Land Use Compatibility Statement is the document that Metro relies on to determine that an application to Metro for a solid waste facility license or franchise is compatible with the applicant's local land use approval.

WHEN IS A LUCS REQUIRED? A completed LUCS should accompany each application for a new Metro solid waste facility license, or franchise and any application for a change of authorization to add new activities to an existing license or franchise.

HOW TO COMPLETE A LUCS: The applicant must fill out Section 1 of the form and then submit the form to the local city or county planning office where Section 2 is completed. The local planning office will determine if the facility meets local land use requirements concerning planning and zoning. The applicant then submits the LUCS to Metro as part of its license or franchise application.

WHERE TO GET HELP: Questions on the Metro LUCS can be directed to Metro Solid Waste Compliance and Cleanup Division staff responsible for processing the Metro license or franchise application at (503) 797-1835.

SECTION 1: To be completed by the applicant:

1. Applicant Information			
Facility Name:		S&H Cornelius	
Company Name:		Northwest Environmental & Recycling, Inc.	
Location Address: 1045 North 4 th Avenue Cornelius, OR 97113		Mailing Address: 20200 SW Stafford Rd Tualatin, OR 97062	
Contact Person:		Will Gehr	
Phone Number: 503-224-4561		Fax Number: 503-638-3134	E-mail: will@shbark.com

Land Use Compatibility Statement (LUCS)

Solid waste application supplemental form



Metro

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

2. Site Description

Tax Lot(s): 01800 & 01900

Section: 33

Township: 1N

Range: 3

3. Description of the type of facility, the solid wastes to be accepted and the activities to be undertaken

A. Check all the proposed solid wastes to be accepted in the left column "Proposed waste streams". In the "Activity code" column to the right, insert the letter(s) of all the proposed activities from the list of codes (a-g) corresponding to each waste stream:

<u>Proposed waste streams</u>	<u>Activity code(s)</u>	<u>Proposed activities and codes:</u>
___ Putrescible mixed solid waste (i.e. residential garbage)	___	a) Material recovery (source separated)
___ Food waste (source separated vegetative or non-vegetative)	___	b) Material recovery (mixed dry waste)
___ Yard debris	___	c) Composting
___ Wood waste (clean wood waste)	___e,c___	d) Reload / transfer
___ Wood waste (painted or treated)	___e___	e) Chipping & grinding
___ Non-putrescible mixed solid waste (dry mixed waste)	___g___	f) Other (explain in detail)
___ Other (explain in detail)	___	g) NA (not applicable)

B. Description of proposed solid wastes to be accepted and proposed waste-related activities. Please describe in detail the activity you plan to perform on each waste you accept. Add additional pages if necessary.

Yard debris: stage, grind, compost, screen, off-load

Wood waste: stage, grind, off-load

Fill dirt: stage, screen, off-load; concrete: stage, crush, off-load

4. This land use approval is being sought in conjunction with application to Metro for (check all that apply)

New ☐

Amended ☐

License ☒

Franchise ☐

SECTION 2: To be completed by a city or county planning official:

1. Name of city or county that has land use jurisdiction

City of Cornelius

2. The proposed facility is located (check all that apply)

<input checked="" type="checkbox"/>	Inside city limits		Inside UGB
<input type="checkbox"/>	Outside city limits		Outside UGB

Land Use Compatibility Statement (LUCS)

Solid waste application supplemental form



Metro

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3. Consistency with local comprehensive plan and zoning ordinance

- ☐ This facility is not regulated by the local comprehensive plan and zoning ordinance.
- ☒ This facility has been reviewed and is consistent with the local comprehensive plan and zoning ordinance.
- ☐ This facility has been reviewed and is not consistent with the local comprehensive plan and zoning ordinance.
- ☐ Consistency of this facility with the local comprehensive plan and zoning ordinance cannot be determined until the following local approval(s) are obtained:
- | | |
|---|---|
| <input type="checkbox"/> Conditional Use Approval | <input type="checkbox"/> Development Permit |
| <input type="checkbox"/> Plan Amendment | <input type="checkbox"/> Zone Change |
| <input type="checkbox"/> Other | |

An application has been made for the local approvals checked above:

Yes

☐

No

☐

Local Government Planning Official - Reviewer Information:

Signature: _____

A handwritten signature in blue ink, appearing to read "Ryan A. Wells".

Print Name: _____

Ryan A. Wells

Title: _____

Community Development Director

Date: _____

August 7, 2017

Telephone Number: _____

(503) 357-3011

E-Mail: _____

rwells@ci.cornelius.or.us

ATTACHMENT F

Property Use Consent Form

Property Use Consent

Solid waste application supplemental form



SUBMIT THIS FORM 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

Metro use only
DATE RECEIVED:
DATE DEEMED COMPLETE BY METRO:

Property Use Consent

1. Property Owner.	
Name:	Gehr-Stroupe Properties, LLC
Mailing Address:	20200 SW Stafford Rd
City/State/Zip:	Tualatin, OR 97062
Phone Number:	503-638-1011

2. Site Description.			
Tax Lot(s): 01800, 01900	Section: 33	Township: 1N	Range: 3
Address: 1045 North 4 th Avenue, Cornelius OR 97113			

3. Describe the applicant's proposed use of this property.
This LUCS is for a Metro License renewal for an existing permitted use as a yard debris composting operation.

4. Describe the property interest held by the prospective Licensee or Franchisee (Applicant).
Co-owner

5. Describe the duration of the interest.
Indefinite

Property Use Consent

Solid waste application supplemental form



Metro

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

APPLICANT CERTIFICATION:

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

I certify that the information contained in this form 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 _____ Owner, Northwest Environmental & Recycling, Inc. _____

PRINT NAME _____ Casey Stroupe _____

DATE _____ 7-28-2017 _____ PHONE 503-638-1011

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 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 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 that the information contained in this form 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 _____ *William Gehr* _____

PRINT NAME _____ William Gehr _____

DATE _____ 7-28-2017 _____ PHONE _____ 503-841-7543 _____

SIGNATURE _____ *Casey Stroupe* _____

PRINT NAME _____ Casey Stroupe _____

DATE _____ 7-28-2017 _____ PHONE _____ 7-28-2017 _____

ATTACHMENT G

DEQ Permits:

Solid Waste Facility Permit

1200-Z Stormwater Discharge Permit



State of Oregon
Department of
Environmental
Quality

Permit Number: 1440
Expiration Date: 12/13/2021

**SOLID WASTE DISPOSAL SITE PERMIT 1440
Composting Registration Addendum**

**Oregon Department of Environmental Quality
2020 SW 4th Ave, Suite 400
Portland OR 97201
Telephone: 503-229-5353**

Issued in accordance with the provisions of ORS Chapter 495

ISSUED TO:

Casey Stroupe
Northwest Environmental and Recycling
20200 SW Stafford Rd
Tualatin OR 97219
503-638-1011

FACILITY NAME AND LOCATION:

NER
1045 N 4th Ave
Cornelius OR 97113

PROPERTY AND FACILITY OWNER:

Gehr-Stroupe Properties LLC
20200 SW Stafford Rd
Tualatin OR 97219

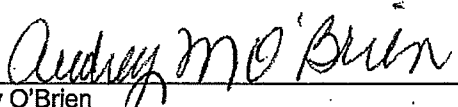
OPERATOR:

Northwest Environmental and Recycling
will@shbark.com
503-638-1011

ISSUED IN RESPONSE TO:

Written notification of change of facility owner, permittee, and operator, with application for corresponding permit modification, received June 7, 2013.

ISSUED BY THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY


Audrey O'Brien
Manager, Solid Waste Programs
Northwest Region


Date

ADDENDUM NO. 1

In accordance with Oregon Administrative Rules 340-093-0070(6)(a)(A) and OAR 340-093-0113, Solid Waste, Permit No. 1440 is hereby amended as follows:

The permittee is Casey Stroupe and Northwest Environment and Recycling. The property and facility owner is Gehr-Stroupe Properties. The common name of the facility is NER.

340, Divisions 93, 95, 96 and 97; conditions of the Land Use Compatibility Statement issued by the City of Cornelius and dated May 14, 1998; and, with all other applicable federal, state, and local laws, rules and regulations.

3. Conditions of Approval

This registration is issued based on: 1) site and facility information provided by the registrant in documents submitted for the facility's environmental risk screening; and, 2) other information collected by DEQ. Should these conditions change during the term of this permit, DEQ may revoke or modify this registration, or may require the facility to submit updated information for environmental risk screening pursuant to OAR 340-096-0080.

This registration includes the following conditions of approval:

- A. Northwest Environmental & Recycling, Inc. only accepts Type 1 feedstocks

4. Performance Standards.

It is the responsibility of the registrant to operate the facility in compliance with the following environmental performance standards applicable to all composting facilities, as stated in OAR 340-096-0070:

- All composting facilities must be designed, constructed, and operated in a manner that does not cause a discharge of leachate or stormwater from the facility to surface water, except:
 - Leachate from a composting facility may be discharged to surface water only in compliance with a discharge permit issued by DEQ.
 - Stormwater from a composting facility may be discharged to surface water only in compliance with a discharge permit issued by DEQ.
- All composting facilities that collect and dispose of leachate or stormwater in engineered structures must comply with the applicable requirements of OAR 340-096-0130: Leachate Collection Design and Operating Requirements.
- All composting facilities must be designed, constructed, and operated in a manner that does not cause a likely adverse impact to groundwater under OAR 340 Division 40. All composting facilities proposing to use infiltration in soil as a method for managing leachate or stormwater must comply with OAR 340-096-0120: Groundwater Protection.
- All composting facilities must be designed, constructed, and operated in a manner that, to the greatest extent practicable, is consistent with proper facility design and operation, controls and minimizes odors that are likely to cause adverse impacts outside the boundaries of the facility.
- All composting facilities must be designed, constructed, and operated in a manner that achieves human pathogen reduction as required by OAR 340-096-0140: Pathogen Reduction.
- All composting facilities must be designed, constructed, and operated in a manner that controls or prevents propagation, harborage, or attraction of vectors, including but not limited to rats, birds, and flies.
- All composting facilities must comply with all other applicable laws and regulations.

5. Recordkeeping and Reporting.

The registrant must submit an annual report documenting the weight of feedstocks used for composting, and utilizing a form provided by DEQ.

The registrant must maintain all records required by this section for a minimum of ten years. In the case of a change in ownership of the composting facility, the new owner is responsible for ensuring that the records are transferred from the previous owner and maintained for the required ten years.

6. Access

The registrant shall allow representatives of DEQ access to the facility at all reasonable times for the purpose of performing inspections, surveys, collecting samples, obtaining data and carrying out other necessary functions related to this registration.

7. Modification, Suspension, Revocation

A. The registrant must apply for a modification to this registration if a significant change in facility operations is planned or there is a deviation from activities described in this document. Any significant changes in the size, location, types of feedstocks, or operation of the facility described in the application for this registration or Conditions of Approval may require an individual compost permit. Any changes must be approved in writing by DEQ prior to the proposed change in the operation.

B. The director of DEQ may, at any time before the expiration date, modify, suspend, or revoke this registration in whole or in part, in accordance with Oregon Revised Statutes 459.255 and for reasons including, but not limited to, the following:

- Violation of any terms or conditions of this registration;
- Violation of any applicable statute, rule, standard, or order of the Environmental Quality Commission; or
- Misrepresentation or failure to disclose fully all relevant facts with respect to this registration.

8. Non-Compliance Reporting

In the event that any condition of this registration or of DEQ's rules is violated, the registrant must immediately take action to correct the violation and to notify DEQ. Unauthorized leachate releases to waters of the state, fires, and emergencies must be reported to DEQ at the address below **within 24 hours**. In response to such a notification, DEQ may conduct an investigation to evaluate the nature and extent of the problem, and may require additional corrective actions, as necessary.

Oregon Department of Environmental Quality
Northwest Region Office
2020 SW 4th Avenue, Suite 400
Portland OR 97201
503-229-5263

9. Violations

Violation of conditions of this registration, Conditions of Approval, or DEQ rules may subject the registrant to civil penalties of up to \$25,000 for each day of each violation as provided by Oregon Revised Statutes and DEQ's rules. (ORS 459.995(1)(a))

Permit Number: 1200-Z
Effective: July 1, 2012
Expiration: June 30, 2017
Page 1 of 96

GENERAL PERMIT
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM
STORMWATER DISCHARGE PERMIT

Department of Environmental Quality
811 S.W. Sixth Avenue, Portland, OR 97204
Telephone: (503) 229-5630 or 1-800-452-4011 toll free in Oregon
Issued pursuant to ORS 468B.050 and The Federal Clean Water Act

ISSUED TO: 8/27/12
File Number: 110006

GEN 1200-Z
EPA Number: ORR603266

Washington County/NWR

Northwest Environmental and Recycling, Inc.
1045 N 4th Ave
Cornelius, OR 97113

Site: Northwest Environmental and Recycling, Inc.

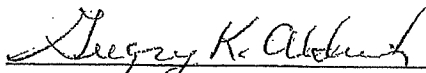
SOURCES THAT ARE REQUIRED TO OBTAIN COVERAGE UNDER THIS PERMIT

A facility that may discharge stormwater from a point source to surface waters or to conveyance systems that discharge to surface waters of the state and

- 1) The stormwater is associated with an industrial activity identified in *Table 1: Sources Covered* on p. 3; or
- 2) The facility is notified in writing by the Director that coverage under this permit is required for its stormwater discharges (see Note 1 below).

Note 1:

- 1) Facility is designated by the Director as needing a stormwater permit pursuant to 40 CFR §122.26(a)(9)(i)(D). Facility discharges stormwater associated with an industrial activity that is not described in *Table 1: Sources Covered* on p. 3 below.
- 2) Facilities may apply for conditional exclusion from the requirement to obtain coverage under this permit if there is no exposure of industrial activities and materials to stormwater pursuant to 40 CFR §122.26(g); see Permit Coverage and Exclusion from Coverage on p. 5 below.
- 3) The following activities are not required to obtain coverage under this permit:
 - (i) Construction activities; asphalt mix batch plants; concrete batch plants; and Standard Industrial Classification code 14, Mining and Quarrying of Nonmetallic Minerals, Except Fuels, and industrial stormwater discharges to the Columbia Slough Watershed or to conveyances leading to the Columbia Slough. These activities are required to obtain coverage under separate general permits.
 - (ii) Any source that has obtained an individual NPDES permit for the discharge, unless the source is otherwise eligible for coverage under this permit and DEQ has approved the source's application for coverage under it.
 - (iii) Any source that discharges to a sanitary sewer system and the discharge is approved by the sanitary sewer operator.


Greg Aldrich, Administrator
Water Quality Division

Issuance Date: Oct. 1, 2011
Amended Date: March 28, 2012.

PERMITTED ACTIVITIES

Until this permit expires, is modified or revoked, the permit registrant is authorized to construct, install, modify, or operate stormwater treatment or control facilities, and to discharge stormwater and non-stormwater discharges specifically authorized by the permit to public waters in conformance with all the requirements, limitations, and conditions set forth in the following schedules:

	<u>Page</u>
Permit Coverage and Exclusion From Coverage.....	5
Schedule A - Technology Based Limitations, Water Quality Based Limitations, Stormwater Pollution Control Plan, Benchmarks and Corrective Actions	10
Schedule B - Monitoring and Reporting Requirements.....	19
Schedule C - Compliance Schedules	N/A
Schedule D- Special Conditions.....	25
Schedule E - Sector Specific Requirements.....	28
Schedule F - General Conditions.....	90

Unless specifically authorized by this permit, by regulation issued by EPA, by another NPDES permit, or by Oregon Administrative Rule, any other direct or indirect discharge to waters of the state is prohibited, including discharges to an underground injection control system.

Schedule F contains General Conditions that are included in all general permits issued by DEQ. Should conflicts arise between Schedule F and any other schedule of the permit, the requirements in Schedule F will not apply.

ATTACHMENT H

No Other Required Permits

ATTACHMENT I

Closure Plan and Financial Assurance

Closure plan and Financial Assurance

The closure plan is contained in the Operating Plan, and is copied below:

The final closure of operations at the site will entail:

- termination of acceptance of all incoming materials
- frequent turning of the remaining composting yard debris to minimize the time required to reach stable compost
- removal of finished product as sales or to other storage locations
- processing of wood waste into hog fuel and off-loading this to end users
- crushing of concrete and off-loading of recycled aggregate
- removal of all fuel and oil containers and supplies such as the above ground diesel tank and containers of hydraulic fluid in the shop
- removal of the office trailer

Closure is not expected to exceed \$10,000. Financial Assurance is consequently not required.