



**APPLICATION FORM FOR A SOLID WASTE MANAGEMENT FACILITY PERMIT  
YARD TRASH PROCESSING FACILITY**

---

NOTE: SEE INSTRUCTIONS TO APPLY FOR A SOLID WASTE MANAGEMENT FACILITY PERMIT  
THIS FORM DOES NOT SUPERSEDE THE REQUIREMENTS OF ORANGE COUNTY CODE CHAPTER 32 ARTICLE V.

Note: In accordance with Orange County Code, Chapter 32, Article V, the Solid Waste Management Ordinance, Section 32-214(c)(9)iv., yard trash processing facilities that store no more than 12,000 cubic yards of a total combined volume of yard trash and yard trash derived materials, may be eligible for a conditional permit exemption. For those facilities, the "Annual Notice of Intent to Operate a Permit Exempt Yard Trash Processing Facility" form should be used instead of this application form.

**A. GENERAL INFORMATION**

1. Type of facility (check all that apply):

- Yard trash recycling
- Yard trash transfer station

2. Type of application (check all that apply):

- Construction / Operation
- Operation without additional construction
- Closure

3. Classification of application:

- New
- Minor Modification
- Renewal
- Major Modification (substantial deviation)

4. Facility name: \_\_\_\_\_

5. Facility ID:

EPD Permit #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

FDEP Permit #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

6. Facility location (main entrance):

Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ Orange County Commission District #: \_\_\_\_\_

7. Location coordinates:

Parcel IDs: \_\_\_\_\_

Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

Datum: \_\_\_\_\_ Coordinate Method: \_\_\_\_\_

Collected by: \_\_\_\_\_ Company/Affiliation: \_\_\_\_\_

8. Applicant name (operating authority): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

9. Authorized agent / Consultant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ E-mail: \_\_\_\_\_

10. Landowner (if different than applicant): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

11. Cities, towns, and areas to be served (source of waste):

_____
-------

Private use

Public use

12. Estimated costs:

Total Construction: \$ \_\_\_\_\_ Closing Costs: \$ \_\_\_\_\_

13. Expected quantity (volume or weight) of waste to be received:

\_\_\_\_\_ yd<sup>3</sup>/day -or- \_\_\_\_\_ tons/day

14. Provide a brief description of the operations planned for this facility:

15. Operational and storage areas:

Total parcel size: \_\_\_\_\_ acres

Existing outdoor area: \_\_\_\_\_ acres

Existing building: \_\_\_\_\_ sq ft

Proposed outdoor area: \_\_\_\_\_ acres

Proposed building: \_\_\_\_\_ sq ft

16. Haul route (from/to nearest arterial roads or collector highways):

Street segments: \_\_\_\_\_  
\_\_\_\_\_

Residential roads:  yes /  no

Paved access:  yes /  no

17. Hours of Operation:

Mon - Fri: \_\_\_\_\_ - \_\_\_\_\_

Sun: \_\_\_\_\_ - \_\_\_\_\_

Sat: \_\_\_\_\_ - \_\_\_\_\_

Other: \_\_\_\_\_

**B. ADDITIONAL INFORMATION**

Please attach the following reports or documentation as required. References are to Orange County Code (O.C.C.) and Florida Administrative Code (F.A.C.) unless noted otherwise. (Application format see O.C.C. 32-214(d) and Rule 62-701.320(7) F.A.C.)

1. Provide documentation that demonstrates how the facility will comply with the prohibitions of rule 62-701.300 FAC and rule 62-709.300(7) FAC.
2. Provide documentation that demonstrates how the facility will comply with the design and operating requirements of rule 62-709.320(2) FAC, and the criteria of rule 62-709.330(2) and (3) FAC.
  - a) Provide an engineering report as described in 62-701.320(7)(d), F.A.C.
  - b) Provide an operations plan as described in 62-701.320(7)(e), F.A.C. [O.C.C. 32-215(a)(19)]
    - (i) *Proposed method of quantifying wastes.* [O.C.C. 32-215(a)(11)]
    - (ii) *Provide a Litter Control Plan for the facility.* [O.C.C. 32-215(a)(15)]
    - (iii) *Provide a waste stream quality control plan for the facility.* [O.C.C. 32-215(a)(16)]
    - (iv) *Provide a Fire Fighting Agreement that has been approved by the local Fire Rescue service provider.* [O.C.C. 32-215(a)(21)]
  - c) Provide a closure plan that describes how the applicant will comply with 62-709.320(2)(g) FAC, as described in 62-701.320(7)(e), F.A.C. [O.C.C. 32-215(a)(5)k., 32-216(b)(4)]
  - d) Provide a contingency plan that describes how the applicant will comply with 62-701.320(16), F.A.C., as described in 62-701.320(7)(e), F.A.C.
  - e) Provide plans and/or drawings for the facility as described in 62-701.320(7)(f), F.A.C.
    - (i) *Include a regional map or plan showing the project location in relation to major roadways and population centers.*
    - (ii) *Include a vicinity map or aerial photograph taken within one year preceding the application, showing the facility site and relevant surface features located within 1000 feet of the facility.*
    - (iii) *Provide a certified boundary survey and legal description.* [O.C.C. 32-215(a)(3)]
    - (iv) *Provide a plan showing the zoning of site and adjacent properties;* [O.C.C. 32-215(a)(5)g.]
    - (v) *Provide a Landscape Buffer Plan that meets the requirements of O.C.C. 32-216(b)(3). [O.C.C. 32-215(a)(5)h.]*
    - (vi) *Delineate any environmentally sensitive areas including any conservation areas, the Wekiva Study Area, and areas protected by the Wevika River Protection Area Ordinance or the Econlockhatchee River Protection Ordinance.* [O.C.C. 32-215(a)(5)i., 32-216(c)]
    - (vii) *Show setbacks and access control.* [O.C.C. 32-215(a)(5)j., 32-216(a)(13)]
    - (viii) *Provide a plan documenting maximum capacity and site plan showing location and maximum dimensions of temporary storage piles.* [O.C.C. 32-215(g)(2)]
3. Provide documentation that the applicant either owns the property or has legal authorization from the property owner to use the site for a yard trash processing facility (62-701.320(7)(g), F.A.C.)

*Note: O.C.C. 32-215(a)(4) requires, "Proof of ownership of property. At minimum, applicants shall provide an opinion of title based upon a title search."*

4. Provide a history and description of any enforcement actions by the applicant described in subsection 62-701.320(3), F.A.C. relating to solid waste management facilities in Florida. (62-701.320(7)(i), F.A.C.).
5. Provide documentation that demonstrates how the facility will comply with the reporting requirements of rule 62-709.320(4) FAC and O.C.C. 32-216(b)(5).
6. *Provide a description of any ancillary operations. [O.C.C. 32- 215(a)(5)e., 32-214(m), 32-216(a)(15)]*
7. *Provide documentation of the stormwater management system design and that the requirements of O.C.C. 32-216(b)(6) will be met. [32-215(a)(5)f]*
  - a) *For existing facilities, provide documentation that at least once every five (5) years maintenance activities including the removal of accumulated sediments from ponds, catch basins, and other control structures, and the restoration of control structures to design specifications, has been performed.*
8. *Provide the proposed fee schedule. [O.C.C. 32- 215(a)(9)]*
9. *Provide evidence of financial responsibility in accordance with O.C.C. 32-216(a)(27). [O.C.C. 32-215(a)(14)]*
10. *Provide documentation of paved access [and a Traffic Operations Study (submitted to Public Works) if applicable.] [O.C.C. 32-216(a)(6)]*
11. *Provide a description of any Waiver Requests and responses to the criteria used to evaluate such waivers. Identify the Code requirement for which the waiver is sought. [O.C.C. 32- 214(k)]*
12. *Demonstration of Need [O.C.C. 32-215(a)(18)] is not a required submittal, but need for the service may be a factor considered by the Board. [O.C.C. 32-214(j)(3)]*
13. *Specific Project Expenditure Report; Relationship Disclosure Form; Agent Authorization Form*
14. *Acknowledgement of Contiguous Sustainable Agriculture Land if applicable (F.S. 163.3163)*
15. *Contact Florida Department of Environmental Protection (FDEP) for additional information regarding Florida Multi-Sector Generic Permit for Stormwater Discharge Associated with Industrial Activity under the National Pollutant Discharge Elimination System (NPDES) Stormwater Program. See Sector A: Timber Products Facilities and Sector N: Scrap Recycling and Waste Recycling Facilities.*

**C. SUBMITTAL LOCATION INDEX IN APPLICATION PACKAGE**

Status: S = Submitted; N/A = Not Applicable ; NSC = No Substantial Change

Status	Location of submittal (in this or prior application)	Item	FAC 62-	O.C.C. 32-	Summary
		B.1	701.300 709.300(7)	216(b)(2)	Prohibitions
		B.2(a)	701.320(7)(d)	216(b)(2)	Engineering report
		B.2(b)	701.320(7)(e) 709.320(2) 709.330(2)- (3)	216(b)(2) 215(a)(11) 215(a)(15) 215(a)(16) 215(a)(19) 215(a)(21)*	Operations plan; waste quantification; litter control; waste quality control; fire- fighting agreement
		B.2(c)	701.320(7)(e) 709.320(2)(g)	216(b)(2) 215(a)(5)k. 216(b)(4)	Closure plan
		B.2(d)	701.320(7)(e)	216(b)(2)	Contingency plan
		B.2(e)	701.320(7)(f) 709.320(2) 709.330(2)- (3)	216(b)(2) 215(a)(3) 215(a)(5)g., h., i., j. 215(g)(2)	Plans and/or drawings; regional map; vicinity map or aerial; boundary survey and legal description; zoning; landscaping buffer; environmentally sensitive areas; setbacks; access control; capacity; storage pile dimensions
		B.3	701.320(7)(g)	216(b)(2) 215(a)(4)	Proof of ownership; opinion of title; authorization
		B.4	701.320(7)(i)	216(b)(2) 214(j)(3)	Enforcement action history
		B.5	709.320(4)	216(b)(2) 216(a)(22)	Reporting
		B.6		215(a)(5)e.* 215(a)(19)	Ancillary operations (if needed)
		B.7		215(a)(5)f.*	Stormwater management

APPLICATION FORM FOR A SOLID WASTE MANAGEMENT FACILITY PERMIT – YARD TRASH PROCESSING FACILITY

Status	Location of submittal (in this or prior application)	Item	FAC 62-	O.C.C. 32-	Summary
		B.8		215(a)(9)	Fee schedule
		B.9		215(a)(14)	Financial assurance
		B.10		216(a)(6)	Paved access; traffic operations study
		B.11		214(k)	Waiver requests (if needed)
		B.13			O.C.C. Sec. 2-354, 2-454; Specific Project Expenditure Report; Relationship Disclosure Form; Agent Authorization
		B.14			Florida Statute 163.3163 - Acknowledgement of Contiguous Sustainable Agriculture Land

\* *These items are often addressed by the local municipality.*

**D. CERTIFICATION BY APPLICANT AND ENGINEER**

**1. Applicant:**

The undersigned applicant or authorized representative of

\_\_\_\_\_ is aware that statements made in this form and attached information are an application for a **Solid Waste Management Facility** Permit from the Orange County Environmental Protection Division (EPD) and certifies that the information in this application is true, correct and complete to the best of his/her knowledge and belief. Further, the undersigned agrees to comply with the provisions of Orange County Code, including any provisions of Chapter 403, Florida Statutes, and rules and regulations of the Florida Department of Environmental Protection adopted by reference. It is understood that the Permit is not transferable, and the EPD will be notified prior to the sale or legal transfer of the permitted facility.

\_\_\_\_\_  
Signature of Applicant or Agent

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

**2. Professional Engineer Licensed in Florida:**

This is to certify that the engineering features of this solid waste management facility have been designed / examined by me and found to conform to engineering principles applicable to such facilities. In my professional judgment, this facility, when properly maintained and operated, will comply with provisions of Orange County Code, including any provisions of Chapter 403, Florida Statutes, and rules and regulations of the Florida Department of Environmental Protection adopted by reference. It is agreed that the undersigned will provide the applicant with a set of instructions for proper maintenance and operation of the facility.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Florida Registration Number

\_\_\_\_\_  
Telephone Number

(please affix seal)

\_\_\_\_\_  
Date