

# **INSTRUCTIONS TO APPLY FOR A LANDFILL PERMIT**

## **I. General**

Private Landfill Facilities in the areas of Orange County that are not within the boundaries of any municipality shall be permitted pursuant to the Orange County Ordinance 99-16 approved on June 29, 1999, known as the "Solid Waste Management Ordinance". Six copies of the application shall be submitted to the Orange County Environmental Protection Division (EPD). The appropriate fee shall be submitted with the application by check made payable to the Orange County Board of County Commissioners.

Complete all sections for the type of facility for which the application is made. Entries shall be typed. All blanks shall be filled in or marked "not applicable" or "no substantial change". Information provided in support of the application shall be marked "submitted" and the location of this information in the application package indicated. The application shall include all information, drawings, and reports necessary to evaluate the facility. Information required to complete the application is listed on this form.

## **II. Application Codes**

S	-	Submitted
Location	-	Physical location of information in application
N/A	-	Not Applicable
N/C	-	No Substantial Change

## **III. Listing of Application Parts**

Part A-	General Information
Part B-	Landfill Facility General Information
Part C-	Landfill Permit General Requirements
Part D-	Certification by Applicant and Engineer

**ORANGE COUNTY ENVIRONMENTAL PROTECTION DIVISION  
APPLICATION FOR PERMIT TO CONSTRUCT / OPERATE, MODIFY OR CLOSE  
A LANDFILL**

**A. General Information**

1. Type of landfill:  
Class I \_\_\_\_\_ Class III \_\_\_\_\_  
Class II \_\_\_\_\_ Construction and Demolition Debris (C&D) \_\_\_\_\_
  
2. Type of application:  
Construction / Operation \_\_\_\_\_  
Closure \_\_\_\_\_
  
3. Classification of application:  
New \_\_\_\_\_ Substantial Modification \_\_\_\_\_  
Renewal \_\_\_\_\_ Minor Modification \_\_\_\_\_
  
4. Facility name: \_\_\_\_\_
  
5. EPD permit number: \_\_\_\_\_
  
6. Facility location (main entrance): \_\_\_\_\_  
\_\_\_\_\_
  
7. Location Coordinates:  
Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_  
UTMs: Zone \_\_\_\_\_ km E \_\_\_\_\_ km N  
Latitude: \_\_\_\_° \_\_\_\_' \_\_\_\_" Longitude: \_\_\_\_° \_\_\_\_' \_\_\_\_"
  
8. Applicant name (Operating Authority): \_\_\_\_\_  
\_\_\_\_\_  
Mailing address: \_\_\_\_\_  
\_\_\_\_\_  
Contact person: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_  
Title: \_\_\_\_\_

9. Authorized agent / Consultant: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
\_\_\_\_\_  
Contact person: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_  
Title: \_\_\_\_\_
10. Landowner (if different from applicant): \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
\_\_\_\_\_  
Contact person: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_
11. Cities, towns, and areas to be served: \_\_\_\_\_  
\_\_\_\_\_
12. Population to be served:  
Current: \_\_\_\_\_ Five year projection: \_\_\_\_\_
13. Volume of solid waste to be received: \_\_\_\_\_ yds<sup>3</sup> / day    tons / day
14. Date site will be ready to be inspected for completion: \_\_\_\_\_
15. Estimated life of the facility: \_\_\_\_\_ years
16. Estimated costs:  
Total construction: \$ \_\_\_\_\_ Closing Costs: \$ \_\_\_\_\_
17. Anticipated construction starting and completion dates:  
From: \_\_\_\_\_ To: \_\_\_\_\_

**B. Landfill Facility General Information**

1. Provide a brief description of the landfill facility design and operation planned by this application: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Facility site supervisor: \_\_\_\_\_  
Title: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_
3. Disposal area (in acres):  
Total: \_\_\_\_\_ Used: \_\_\_\_\_ Available: \_\_\_\_\_
4. Haul Route: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Paved access: Yes \_\_\_\_\_ No \_\_\_\_\_
6. Weighing scales used: Yes \_\_\_\_\_ No \_\_\_\_\_
7. Security chain link fence (minimum 6 feet tall), with locking gates, around the site to prevent unauthorized use:  
Yes \_\_\_\_\_ No \_\_\_\_\_
8. Charge for waste received: \_\_\_\_\_ \$ / yds<sup>3</sup> \_\_\_\_\_ \$ / ton
9. Surrounding land use, zoning:  
Residential \_\_\_\_\_ Industrial \_\_\_\_\_  
Agricultural \_\_\_\_\_ None \_\_\_\_\_  
Commercial \_\_\_\_\_ Other \_\_\_\_\_
10. Approval from the Orange County Development Review Committee:  
Yes \_\_\_\_\_ No \_\_\_\_\_
11. Zoning special exception allowing the landfill recommended by the Board of Zoning Adjustment and Appeals (BZA):  
Yes \_\_\_\_\_ No \_\_\_\_\_

12. List the type of waste received: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
13. Salvaging permit: Yes \_\_\_\_\_ No \_\_\_\_\_
14. Landfill personnel:  
 Attendant: \_\_\_\_\_ Trained operator: \_\_\_\_\_  
 Spotters: \_\_\_\_\_ Number of spotters used: \_\_\_\_\_
15. Site located in: Floodplain \_\_\_ Wetlands \_\_\_ Other \_\_\_\_\_
16. Property recorded as a Landfill Site in Orange County Land Records:  
 Yes \_\_\_\_\_ No \_\_\_\_\_
17. Days of operation: \_\_\_\_\_
18. Hours of operation: \_\_\_\_\_
19. Days working face covered: \_\_\_\_\_
20. Elevation of water table: \_\_\_\_\_ feet NGVD
21. Estimated seasonal high water table elevation: \_\_\_\_\_ feet NGVD
22. Monitoring wells:  
 Surficial aquifer:  
 Number of up-gradient: \_\_\_\_\_ Number of down-gradient: \_\_\_\_\_  
 Intermediate aquifer:  
 Number of up-gradient: \_\_\_\_\_ Number of down-gradient: \_\_\_\_\_  
 Floridian aquifer:  
 Number of up-gradient: \_\_\_\_\_ Number of down-gradient: \_\_\_\_\_
23. Number of surface water monitoring points: \_\_\_\_\_
24. Gas controls used: Yes \_\_\_\_\_ No \_\_\_\_\_  
 Active: \_\_\_\_\_ Passive: \_\_\_\_\_ Gas flaring: \_\_\_\_\_ Gas Recovery: \_\_\_\_\_

25. Landfill unit – liner type:
- |                     |       |                          |       |
|---------------------|-------|--------------------------|-------|
| Natural soils:      | _____ | Double geomembrane:      | _____ |
| Single clay:        | _____ | Geomembrane & composite: | _____ |
| Single geomembrane: | _____ | Double composite:        | _____ |
| Single composite:   | _____ | None:                    | _____ |
| Slurry wall:        | _____ |                          |       |
| Other:              | _____ |                          |       |
26. Leachate collection method:
- |                   |       |                     |       |
|-------------------|-------|---------------------|-------|
| Collection pipes: | _____ | Sand layer:         | _____ |
| Geonets:          | _____ | Gravel layer:       | _____ |
| Well points:      | _____ | Interceptor trench: | _____ |
| Perimeter ditch:  | _____ | None:               | _____ |
| Other:            | _____ |                     |       |
27. Leachate storage method:
- |        |       |                      |       |
|--------|-------|----------------------|-------|
| Tanks: | _____ | Surface impoundment: | _____ |
| Other: | _____ |                      |       |
28. Leachate treatment method:
- |            |       |                     |       |
|------------|-------|---------------------|-------|
| Oxidation: | _____ | Chemical Treatment: | _____ |
| Secondary: | _____ | Settling:           | _____ |
| Advanced:  | _____ | None:               | _____ |
| Other:     | _____ |                     |       |
29. Leachate disposal method:
- |                     |       |                             |       |
|---------------------|-------|-----------------------------|-------|
| Recirculated        | _____ | Pumped to WWTP:             | _____ |
| Transported to WWTP | _____ | Discharge to surface water: | _____ |
| Injection well:     | _____ | Evaporation:                | _____ |
| Other:              | _____ |                             |       |
30. For leachate discharged to surface waters:  
Name and Class of receiving water: \_\_\_\_\_
31. Stormwater:  
Collected: Yes \_\_\_ No \_\_\_ Type of Treatment: \_\_\_\_\_
32. Management and Storage of Surface Water (MSSW) Permit number or status: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

S	Location	N/A	NS/C	Landfill Permit General Requirements
				1. Six copies of the completed application form, all supporting data and reports.
				2. Engineering and/or professional certification (signature, date and seal) provided on the applications and all engineering plans, reports and supporting documentation for the application.
				3. A letter of transmittal to EPD.
				4. A completed application form dated and signed by the application.
				5. Permit fee specified in Ordinance XX-XX in check or money order, payable to the Board of County Commissioners.
				6. Orange County Development Review Committee (DRC) review and recommendations.
				7. Orange County Board of Zoning Adjustment and Appeals (BZA) special exception evaluation and recommendations.
				8. Certified current topographic survey as in Section 32-215(a)(4).
				9. Certified boundary survey and legal description.
				10. Proof of ownership of property.
				11. An engineering report addressing the requirements of the "Solid Waste Management Ordinance".
				12. Engineering plans indication the following:
				a. Liner and liner system design in accordance with Section 32-216.
				b. Leachate collection and removal system in accordance with Section 32-216.
				c. Leachate treatment system design or contract with an offsite wastewater treatment plan to treat the leachate, with proof of capacity to treat such type of liquid waste.
				d. Proposed final grade at on-foot contour intervals.
				e. Design of ancillary facilities/operations.
				f. Stormwater Management Plan as per Section 32-215(a)(7)(f).
				g. Zoning of property and adjacent properties.
				h. Landscape buffer plan.
				i. Reclamation plan.
				j. Setback and access control.
				k. Final closure plan.
				l. Description of proposed final use of landfill property.
				m. Plans for long term care of the site.

S	Location	N/A	NS/C	Landfill Permit General Requirements
				13. Soil boring logs and reports.
				14. Hydrogeological assessment of the site.
				15. Groundwater monitoring plan.
				16. Proposed fee schedule.
				17. Proposed hours of operation
				18. Proposed method of quantifying waste.
				19. Proposed source of cover materials.
				20. Map or aerial photograph of the area showing land use and zoning within one (1) mile of the boundaries of the site (no older than one year of the permit application). Shall be a sufficient scale to show all residences, industrial buildings, watercourses, road and other details. Applicant shall show approximate location of all possible potable water wells.
				21. Evidence of financial responsibility.
				22. Litter control plan.
				23. Waste stream quality control plan.
				24. Gas monitoring and control plan.
				25. Demonstration of need.
				26. Operation plans for the facility and ancillary operations.
				27. Description of how the facility will comply or will be in accordance with the State and County recycling goals and policies.
				28. Fire fighting agreement signed by the solid waste management facility operator and the Orange County Fire Chief.
				29. Application for waiver, if applicable.



**D. Certification by Applicant and Engineer**

A. Applicant:

The undersigned applicant or authorized representative of \_\_\_\_\_  
\_\_\_\_\_ is aware that statements made in this form and  
attached information are an application for a \_\_\_\_\_  
Permit from the Orange County Environmental Protection Division and certified that the  
information in this application is true, correct and complete to the best of his knowledge  
and belief. Further, the undersigned agrees to comply with the provisions of the Orange  
County Code, Florida Statutes, and all applicable rules and regulations of the  
Environmental Protection Division. It is understood that the Permit is not transferable,  
and the Division will be notified prior to the sale or legal transfer of the permitted  
facility.

\_\_\_\_\_  
Signature of Applicant or Authorized Representative

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

\_\_\_\_\_  
Date

B. Professional Engineer Registered 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 principals  
applicable to such facilities. In my professional judgment, this facility, when properly  
maintained and operated, will comply with all applicable parts of the Orange County  
Code, State of Florida Statutes, and rules and regulations of the Environmental Protection  
Division. It is agreed that the undersigned will provide the applicant with a set of  
instructions of proper maintenance and operation of the facility.

\_\_\_\_\_  
Signature

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

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

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

\_\_\_\_\_  
Florida Registration Number  
(please affix seal)

(\_\_\_\_\_) \_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date