

**SOLID WASTE MANAGEMENT FACILITY**  
**ANNUAL NOTICE OF INTENT TO OPERATE A**  
**PERMIT EXEMPT YARD TRASH PROCESSING FACILITY**

Environmental Protection Division  
 3165 McCrory Place, Suite 200  
 Orlando, FL 32803  
 Ph 407.836.1400; Fax 407.836.1499  
 www.ocfl.net



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. This form does not supersede the requirements of Orange County Code.

**PART A – GENERAL INFORMATION**

- Type of Notification:    New             Renewal (due July 1)
- Type of Facility:        Yard trash recycling        Yard trash transfer station
- Type of Waste Processed:    Yard trash and clean wood only

Facility Name: \_\_\_\_\_

Facility Location: \_\_\_\_\_

City: \_\_\_\_\_ Parcel ID: \_\_\_\_\_

Operator Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: FL Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

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

**PART B – ADDITIONAL INFORMATION REQUIRED FOR NOTIFICATION**

**Facility Location and Layout:**

OK	Zoning district:	Unincorporated Orange County		Municipality
		<input type="checkbox"/> I-1/5, I-2/3, or I-4	<input type="checkbox"/> A-1 or A-2	<input type="checkbox"/> Per municipality
<input type="checkbox"/>	1. Land use allowed	<input type="checkbox"/> by Special Exception, <u>or</u> <input type="checkbox"/> abutting only I-1/5, I-2/3, I-4 or C-3	by Special Exception	per municipality
<input type="checkbox"/>	2. Wekiva River Protection Area, Econlockhatchee Protection Area, or a conservation area (wetland)?	prohibited	prohibited	prohibited

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		<input type="checkbox"/> I-1/5, I-2/3, or I-4	<input type="checkbox"/> A-1 or A-2	<input type="checkbox"/> Per municipality
<input type="checkbox"/>	3. Setback of yard trash processing and storage areas from property boundary	<input type="checkbox"/> at least 50 ft from abutting I-1/5, I-2/3, I-4 or C-3, and at least 150 ft from all other abutting properties, <u>or</u> <input type="checkbox"/> as approved by variance	<input type="checkbox"/> at least 150 ft from all abutting properties, <u>or</u> <input type="checkbox"/> as approved by variance	per municipality
<input type="checkbox"/>	4. Setback of yard trash processing and storage areas from off-site potable wells	at least 100 ft	at least 100 ft	at least 100 ft
<input type="checkbox"/>	5. Setback of yard trash processing and storage areas from water bodies (including wetlands)?	at least 50 ft	at least 50 ft	at least 50 ft
<input type="checkbox"/>	6. Setback of yard trash processing equipment from any adjacent residence or residentially zoned property	at least 200 ft	at least 200 ft	per municipality
<input type="checkbox"/>	7. Setback of yard trash processing equipment a sufficient distance to prevent thrown/falling objects from leaving site	per equipment specifications	per equipment specifications	per municipality
<input type="checkbox"/>	8. Pile height limit of yard trash and yard trash derived materials	25 ft high	25 ft high	per municipality
<input type="checkbox"/>	9. Commercial parking	per District standards	not within 25 ft of property boundary	per municipality
<input type="checkbox"/>	10. Outer perimeter buffering	per District standards	Type C opaque, per Section 24-5	per municipality
<input type="checkbox"/>	11. Landscaping, including screening of open storage areas of yard trash and yard trash derived materials	per Chapter 24	per Chapter 24	per municipality
<input type="checkbox"/>	12. Distance of processed and unprocessed material from access by motorized firefighting equipment	50 ft or less	50 ft or less	50 ft or less

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		<input type="checkbox"/> I-1/5, I-2/3, or I-4	<input type="checkbox"/> A-1 or A-2	<input type="checkbox"/> Per municipality
<input type="checkbox"/>	13. All-weather access road, at least 20 ft wide, all around the perimeter	required	required	required
<input type="checkbox"/>	14. Effective barrier to prevent unauthorized entry and dumping	required	required	required
<input type="checkbox"/>	15. Hours of operation	per District standards	between 7 a.m. - 7 p.m.	per municipality
<input type="checkbox"/>	16. Commercial Site Plan review	required	required	per municipality
<input type="checkbox"/>	17. Noise	per Ch 15, Art V	per Ch 15, Art V	per municipality

**Facility Operations (applies to all):**

- 18. No discharge of air pollutants that cause objectionable odors
- 19. Adequate dust controls (e.g. water truck, misting system, etc.)
- 20. Adequate litter controls (e.g. litter fences, regular litter pick-up patrols, etc.)
- 21. No portion of the piles of yard trash and yard trash derived materials shall be mechanically compacted in any manner, including by being driven upon by onsite equipment; this shall not preclude the manufacture of hay bales or wood pellets
- 22. Adequate vector controls (e.g. first-in first out, pesticide application, etc.)
- 23. All yard trash removed from collection bags within 48 hours of receipt
- 24. Any inadvertently accepted putrescible waste removed within 48 hours of receipt
- 25. All yard trash size-reduced or removed within 6 months, or the period required to receive 3,000 tons or 12,000 cubic yards, whichever is greater (logs with a diameter of 6 inches or greater may be stored for up to 12 months)
- 26. All yard trash, including logs, are size-reduced or removed, within 12 months
- 27. All yard trash derived materials are removed within 18 months of processing
- 28. Monthly records of incoming and outgoing materials are maintained for at least 3 years
- 29. EPD (will be) notified in writing 45 days prior to ceasing operations
- 30. All yard trash and yard trash derived materials (will be) removed within one (1) month of ceasing operations

**Other documentation (applies to all):**

- proof of property ownership
  - if operator is not property owner, provide legal authorization for this type of operation
- documentation of financial assurance for closure in the amount of \$25,000
- if applicable, provide Agent Authorization

**PART C – ANNUAL REPORT**

31. **Calendar Year** (January 1 through December 31) Covered by this Report: \_\_\_\_\_
32. Values used in this report are in (SELECT ONE):                      Tons  Cubic Yards
33. Beginning of Year Amount of
- a. Unprocessed Material On Site at Beginning of Report Year: \_\_\_\_\_
- b. Processed Material On Site at Beginning of Report Year (total): \_\_\_\_\_
34. Total Quantity of Material Received During Report Year: \_\_\_\_\_
35. *Total Quantity of Material Lost Due to Processing (e.g. grinding, drying, shrinkage, fires, etc.) During Report Year:* \_\_\_\_\_
36. Total Quantity of Material Removed from Site for:
- a. Use (e.g., landfill cover, fuel, mulch, compost, etc.): \_\_\_\_\_
- b. Disposal: \_\_\_\_\_
- c. Other (transfer stations) \_\_\_\_\_
37. Total Quantity On Site at End of Report Year of:
- a. Unprocessed Material: \_\_\_\_\_
- b. Processed Material: \_\_\_\_\_

**Sign**

I affirm that I have read and shall comply with the provisions of Orange County Code Chapter 32 Article V, the Solid Waste Management Ordinance, and the portions of Rule 62-709 Florida Administrative Code that have been adopted by reference. I also affirm that the information provided in this notification is true, accurate, and correct to the best of my knowledge. I have attached all documents and/or authorizations that are required.

\_\_\_\_\_  
Print Name and Title of Operator or Authorized Agent                      Signature                      Date

Email: \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_  
(name of person making statement).

(NOTARY SEAL)

\_\_\_\_\_  
(Signature of Notary Public-State of Florida)

\_\_\_\_\_  
(Name of Notary Typed, Printed, or Stamped)

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_