

MARYLAND DEPARTMENT OF THE ENVIRONMENT
Land and Materials Administration · Resource Management Program
1800 Washington Boulevard · Suite 610 · Baltimore, Maryland 21230-1419
410-537-3314 · 800-633-6101 x3314 · <http://www.mde.maryland.gov>

Individual Composting Facility Permit Application

Authority: Title 9, Environment Article, Annotated Code of Maryland, and Code of Maryland Regulations (COMAR) 26.04.11

Application for: ☐ New Permit ☐ Renewal Permit ☐ Permit Modification

Proposed composting facility tier: ☐ Tier 1 ☐ Tier 2 – Small ☐ Tier 2 – Large

Existing Permit No.: _____ Issued Date: ____ / ____ / ____ Expiration Date: ____ / ____ / ____

Applicant's Legal Name: _____

Applicant's Status: ☐ Individual ☐ Corporation ☐ Government ☐ Other: _____

Individual's Social Security No.: _____

Corporation or Government Federal Tax Identification No.: _____

Maryland State Department of Assessments and Taxation (SDAT) ID No.: _____

Please note that a business/entity must be registered to do business in Maryland before a permit can be issued. The business or entity's information provided in this application must match the information in the SDAT register.

Proof of workers' compensation coverage is required under § 1-202 of the Environment Article. Please provide one of the following:

- (1) A copy of a Certificate of Compliance issued by the Maryland Workers' Compensation Commission; or
- (2) Workers' Compensation Insurance Policy/Binder Number: _____

Applicant's Mailing Address: _____ City: _____ State: _____ Zip Code: _____

Applicant's Telephone No.: () _____ - _____ Facsimile No.: () _____ - _____

Emergency Contact Name & Title: _____ Telephone No.: () _____ - _____

Facility/Site Name: _____

Facility/Site Address: _____ City: _____ State: _____ Zip Code: _____

County: _____ Maryland Grid Coordinates: _____ / _____

County Zoning Map No.: _____ Lot/Parcel No.: _____ Deed/Liber/Folio No.: _____

Latitude/Longitude (Deg/Min/Sec): ____ - ____ - ____ / ____ - ____ - ____ Site Acreage: _____

Property Owner's Legal Name: _____

Property Owner's Mailing Address: _____ City: _____

State: _____ Zip Code: _____ Property Owner's Telephone No.: () _____ - _____

**Please submit this form with all required
information listed on Page 2 to:**

**Maryland Department of the Environment
1800 Washington Boulevard, Suite 610
Baltimore, Maryland 21230-1719**

By signing this form, I the applicant or duly authorized representative, do solemnly affirm under the penalties of perjury that the contents of this application are true to the best of my knowledge, information, and belief. I hereby authorize the representatives of the Department to have access to the site of the proposed activity for inspection and to records relating to this application at any reasonable time. I acknowledge that depending on the type of activity applied for, other permits or approvals may be required.

Signature

Name (Print)

Date

Title

E-mail address

Telephone Number

Privacy Act Notice: This Notice is provided pursuant to the Federal Privacy Act of 1974, 5 U.S.C. §552.a. Disclosure of your Social Security Number or Federal Employer Identification Number on this application is mandatory pursuant to the provisions of §1-203 (2003), Environment Article, Annotated Code of Maryland, which requires the Department to verify that an applicant for a permit has paid all undisputed taxes and unemployment insurance. The Department is also mandated by §10-119.3, Family Law Article, Annotated Code of Maryland, to require each applicant for a license to disclose the Social Security Number of the applicant and record the applicant's Social Security Number on the application. Pursuant to §10-119.3(a)(2), the definition of "license" means any license, certificate, registration, permit, or other authorization that: (i) is issued by a licensing authority; (ii) is subject to suspension, revocation, forfeiture, or termination by a licensing authority; and (iii) is necessary for an individual to practice or engage in a particular business, occupation, or profession. Social Security or Federal Employer Identification Numbers will not be used for any purposes other than those described in this Notice.

This Notice is provided pursuant to § 10-624 of the State Government Article of the Maryland Code. The personal information requested on this form is intended to be used in processing your application. Failure to provide the information requested may result in your application not being processed. You have the right to inspect, amend, or correct this form. The Maryland Department of the Environment ("MDE") is a public agency and subject to the Maryland Public Information Act (Md. Code Ann., State Gov't §§ 10-601, et seq.). This form may be made available on the Internet via MDE's website and is subject to inspection or copying, in whole or in part, by the public and other governmental agencies, if not protected by federal or State law.

THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH THE PERMIT APPLICATION:

1. Brief description of the composting facility, including a description of how the requirements of COMAR 26.04.11 will be met;
2. List of all other applicable permits required under local, State, or federal law and regulations, including permit numbers for those currently held permits;
3. A marketing plan and strategy for the compost to be produced at the composting facility;
4. A description of any variances for which the applicant is applying;
5. A map showing the specific location of the composting facility and types of land uses, including any residential areas, schools, or other institutions located within 1/2 mile of the boundaries of the composting facility;
6. Drawings of on-site buildings and other composting facility structures, including any pads and contact water or stormwater containment systems, showing the type of construction, layout, and dimensions;
7. For facilities with any outdoor operations, including feedstock receipt or curing, a topographic map of the site that identifies slopes greater than 25 percent, floodplains, wetlands, streams, and aquifer recharge areas;
8. Drawings showing feedstock receipt and storage, compost storage, equipment storage, curing, and active composting areas;
9. A site plan designating the property boundaries, existing and proposed composting facility structures, and roads;
10. A descriptive statement of processes and technology to be used;
11. The depth to the seasonal high water table, demonstrating compliance with COMAR 26.04.11 .08D;
12. A copy of the Composting Facility Operations Plan required under COMAR 26.04.11.09;
13. A description of the following:
 - a. Major items of equipment including manufacturer, type, model, capacity, and number of units;
 - b. Types and anticipated quantities of feedstocks to be accepted and processed daily;
 - c. Types of feedstocks that are not accepted;
 - d. Means by which the quantities of materials entering the composting facility, processed at the composting facility, and leaving the composting facility are determined;
 - e. Geographic areas expected to be served by the composting facility;
 - f. Measures that shall be taken to prevent or control ground or surface water pollution, fires, odors, noise, dust, litter, vectors, and other nuisances;
 - g. Methods of controlling contact water and stormwater from the composting facility;
 - h. Soil types and depths at the composting facility site;
 - i. Employee safety and sanitary facilities including the location of on-site sewage disposal and water supply systems;
 - j. Number and positions of employees; and
 - k. Hours of operation;
14. If required, an erosion and sediment control plan that meets the requirements of COMAR 26.17.01 and has been approved by the local soil conservation district or appropriate approving authority;
15. A grading permit as required by the local jurisdiction;
16. A description of site security and access control; and
17. An approved and bonded stormwater management plan, if required by the local jurisdiction.

For questions regarding this application form, please contact the Department at 410-537-3314