

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Attn: Geraldine Travers  
 Solid Waste Program, DEP  
 17 State House Station  
 Augusta, Maine 04333-0017

<b>FOR DEP USE ONLY</b>	
ATS ID: _____ Seq.: _____ DEP ID: _____	Received by DEP: _____
Bureau: <u>S</u> Type of Application: <u>S</u> Activity: <u>M</u>	Fees Paid: _____
Project Analyst: _____	Check No.: _____

**APPLICATION FOR A MINOR REVISION  
 TO AN AGRONOMIC UTILIZATION SITE LICENSE**

Use this form to request approval for minor changes to a utilization site license that was previously approved by the Department of Environmental Protection, pursuant to 38 MRSA, Section 1301 et seq., and Chapter 419. Please contact DEP Solid Waste - Residuals Unit staff to determine if your proposed change is a minor revision (this form) or an amendment (a different form).

PLEASE TYPE OR PRINT

License Number of site you are amending: S- _____ - _____ - _____	
DEP Project Analyst for original application (if known)	
Company Name (Generator):	
Applicant's Last Name:	First Name:
Contact Person:	Telephone:

*Address Information: Applicant*

Name:		
Mail Address:		
Street Address:		
Town:	State:	Zip:
Telephone:	Fax:	E-Mail:

*Address Information: Agent/Consultant*

Name:		
Mail Address:		
Street Address:		
Town:	State:	Zip:
Telephone:	Fax:	E-Mail:

**Address Information: Billing**

Name:		
Mail Address:		
Street Address:		
Town:	State:	Zip:
Telephone:	Fax:	E-Mail:

**Project Description**

Type of Utilization activity (check one box): fertilization  
amending soil  
liming  
artificial topsoil placement  
other (describe) \_\_\_\_\_

Residual type (check one box):

	<b>Type Code</b>	<b>Type of Residual</b>
	(SH)	industrial sludge / papermill sludge / short-paper fiber sludge
	(SI)	biosolids / sewage sludge / municipal sludge
	(SK)	woodash
	(SJ)	bioash / CKD / lime-mud / other ash or liming agent
	(SL)	food waste / food by-products / fish by-products
	(SM)	Other (Please describe):

Owner of site: \_\_\_\_\_ Operator of site: \_\_\_\_\_

Location of Project (town(s)): \_\_\_\_\_

Directions to site: \_\_\_\_\_

**SIGNATURE OF APPLICANT**

By signing this application, the applicant certifies that he or she has: (1) filed a complete copy of this application in the municipal office of the municipality in which the project is located, (2) reviewed the instructions contained in this application form, and (3) reviewed the appropriate state laws that relate to the proposed project.

I certify under penalty of law that I have personally examined the information submitted in this document and all attachments thereto and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the information is true, accurate, and complete. I authorize the Department to enter the property that is the subject of this application, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

DATE: \_\_\_\_\_ NAME: \_\_\_\_\_  
(Applicant)

TITLE: \_\_\_\_\_  
(If other than applicant, attach letter of agent authorization.)

# INSTRUCTIONS

1. Applicable rules. Please refer to the following Department regulations to complete this application. Copies of the rules may be obtained from Department Staff and via DEP's Web Page (<http://www.maine.gov/dep>)
  - Department Regulations Chapter 419, Agronomic Utilization of Residuals (effective December 19, 1999) contains the majority of the rules that relate to agronomic utilization.
  - Chapter 400, General Provisions (effective September 6, 1999) contains the definitions and licensing standards that apply to all solid waste activities, including utilization.
  - Chapter 405 Waste Characterization (effective September 6, 1999) contains analytical requirements for utilization. Pay particular attention to section 6 of Chapter 405.
  - Chapter 2, Rules concerning the Processing of Applications (effective August 1, 1994) governs the procedures that must be followed when applications are processed.
  
2. Help. If you have any questions that arise at any point during the application or review process, please contact one of the following DEP Utilization Program staff:

<b>Staff</b>	<b>Region</b>	<b>Phone</b>	<b>Fax</b>	<b>e-mail</b>
Carla Hopkins	Augusta	287-8491	287-7826	Carla.J.Hopkins@maine.gov
Mike Clark	Portland	822-6300	822-6303	Michael.S.Clark@maine.gov
Jim Pollock	Augusta	287-2651	287-7826	Jim.C.Pollock@maine.gov
Mark King	Augusta	287-2651	287-7826	Mark.A.King@maine.gov
Rick Haffner	Bangor	942-4570	941-4584	Rick.H.Haffner@maine.gov
Roger Johnstone	Bangor	942-4570	941-4584	Roger.H.Johnstone@maine.gov
Jay Duncan	Presque Isle	764-0477	764-1507	Jay.B.Duncan@maine.gov

3. Pre-Application meeting. Applicants are encouraged to contact DEP staff to decide whether a pre-application meeting would be useful in preparing your application. The meeting can help avoid unnecessary expense and processing delays.
  
4. Fill out the application completely. **INCOMPLETE APPLICATIONS WILL BE RETURNED, CAUSING UNNECESSARY DELAYS IN THE REVIEW PROCESS.** All work to support the investigation, design, and construction of a solid waste facility must be undertaken by individuals whose training, experience and professional certification is appropriate to accomplish the specific tasks with accuracy and technical proficiency. Reports, plans or other materials submitted in support of the application must bear the signature and, if appropriate, the seal of the individual who drafted or supervised the drafting of each document.

5. File with DEP. Submit to the Department the application along with all attachments. Please consult with DEP staff to determine how many copies of the completed application form and supporting reports must be submitted to the Department. In general, three copies of site plans, drawings, soil maps, or other data on sheets larger than 8½" x 14" copies must be submitted unless the staff determines that fewer copies are needed. All plans should be folded to size 8½" x 11" unless otherwise indicated by DEP staff. Any part of the application which has been prepared by a P.E., C.G. or C.S.S. must be stamped and signed by that person. Send the complete application to:

**Attn: Geraldine Travers, ATS Coordinator**  
**BRWM, DEP**  
**17 SHS**  
**Augusta, ME 04333-0017**

6. File with Local Municipality. Send one complete copy of the application and any amendments that are subsequently submitted to the municipal office of the town within which the project is located. If the project is located in an unorganized area, send the application to the appropriate Office of the County Commissioners and the Maine Land Use Regulation Commission, 22 State House Station, Augusta, Maine 04333-0022. The application must be filed in the municipal office or at the County Commissioners Office and LURC at the time of filing with the DEP.
7. Record Keeping. Keep a copy of the completed application for your files. This copy will be helpful in speeding up communications with the DEP staff if any questions arise during the review of the project. The application also becomes part of the license, once approved.
8. Notice of DEP decision. Upon the approval by the Department of Environmental Protection, a permit will be issued and sent to the applicant. The applicant should read the permit carefully in order to become familiar with any conditions. Failure to comply with the approved plan or conditions of approval may lead to enforcement action or the revocation of a permit.

**MINOR REVISION APPLICATION - REQUIRED INFORMATION**

1. **Application Fee.** Please obtain a current fee schedule to determine the fee for your activity. Submit a check for the appropriate application fee made payable to “Treasurer, State of Maine”.

2. **Schedule.** Preferred date to implement proposed change: \_\_\_\_\_

3. **Describe the Proposed Change:** \_\_\_\_\_

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(Attach additional sheet(s) if necessary.)

4. **Provide all documentation necessary to support the proposed change.** This documentation might include, as appropriate, revised maps, site plans and drawings, soil information, operational plans, and technical data.

5. **List supporting attachments:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**END**