



MINNESOTA POLLUTION CONTROL AGENCY  
SOLID WASTE  
520 LAFAYETTE ROAD  
ST. PAUL, MN 55155-4194

EXPEDITED PERMIT PROGRAM

# **EXP-01SW**

## **GENERAL INFORMATION**

### **REQUEST FORM**

10/24/2002

## **I. INTRODUCTION.**

The MPCA's Expedited Permit Program was introduced in Fall 1994 in the Air Quality Permit Program to help alleviate construction-related permit backlog problems. Authorized by the Minnesota Legislature during its 1994 session, the program provides for expedited permit reviews by means of staff overtime or by the use of a contractor to the MPCA. During the 2001 session, the Legislature extended the MPCA's Expedited Permit Authority to all other permitting programs. **Use of the program is reserved for construction or expansion projects, and only then when an applicant's reasonable schedule cannot be met due to existing MPCA workload.**

Currently, for solid waste projects, consultant services are not available for conducting the expedited review. Therefore, if no staff volunteers are available to review the project in over time status, the request for expedited review will be denied.

## **II. PROGRAM LIMITATIONS AND EXPECTATIONS.**

**This program relies heavily on well-written, complete and technically adequate permit applications.** Applications that deviate from MPCA policies, Minnesota rules, federal regulations, are poorly organized, or that do not completely address applicable requirements will most likely result in time delays and cost increases further into the review process. If your application is found to be incomplete or technically inadequate, it may be returned to you, or you will be asked to submit additional information. At that point, processing will cease until deficiencies are addressed.

**Reimbursements to the MPCA for costs incurred under the program must precede issuance of a permit action.** Such reimbursements cannot affect in any way the MPCA's decision to issue or deny a permit, or affect the types of permit conditions that a proposed permit contains.

**Any permit action issued under the program must comply with applicable state and federal statutes and rules governing solid waste permits.** The program will not and cannot be used to circumvent requirements of any environmental program. The program cannot perform complicated review functions in a fraction of the time normally required to complete them; the program's main benefit is to allow work to begin on an application immediately, as opposed to waiting in a queue for several weeks or months.

### III. INITIAL SCREENING FOR ELIGIBILITY

**Please fax this information to the attention of the Expedited Permit Program Coordinator at 218-846-0719, or submit with permit application to Kathleen Holland-Hanson, MPCA Detroit Lakes Office, 714 Lakes Avenue, Detroit Lakes, MN 56501. You do not need to return Page 1 (preceding page).**

1. For purposes of this program, construction means a new facility that requires a permit or a new design feature at an existing facility that requires a major modification prior to construction. For a new land disposal facility, the applicant must be able to obtain MPCA approval of its hydrogeologic evaluation through the completion of the Phase III Report within 2 months of requesting expedited status. **Is the project a construction project?** ☐ Yes. Proceed to question 3. ☐ No. Proceed to question 2.
2. For purposes of this program, expansion means new capacity at an existing facility that will require a major modification prior to implementation. **Is the project an expansion project?** ☐ Yes. Proceed to question 3. ☐ No. STOP – this project does not qualify for expedited review.
3. Minn. R. 4410.4300, subp. 17 identifies the mandatory Environmental Assessment Worksheet (EAW) categories and Minn. R. 44100.4400, subp. 13 identifies the mandatory Environmental Impact Statement (EIS) categories for solid waste management facilities. **Does this project require the mandatory preparation of an EAW or EIS?** ☐ Yes. STOP – this project does not qualify for expedited review. ☐ No. Proceed to question 4.
4. **Is this a utilization project?** ☐ Yes. Proceed to question 5. ☐ No. Proceed to question 7.
5. Utilization projects may require completion of a demonstration project prior to permitting. **Will a demonstration project be needed prior to permitting?** ☐ Yes. Proceed to question 6. ☐ No. Proceed to question 7.
6. **Are results of a demonstration project included with the permit application, or can they be submitted within the next two months?** ☐ Yes. Proceed to question 7. ☐ No. STOP – this project does not qualify for expedited review.
7. **Is this project located within the seven county metropolitan area?** ☐ Yes. Proceed to question 8. ☐ No. Proceed to question 9.
8. Minn. Stat. 473.823 requires that the Office of Environmental Assistance (OEA) review the permit application for compliance with the Metropolitan Solid Waste Policy Plan. **Will the OEA be able to complete their review of the permit application within the next two months?** ☐ Yes. Proceed to question 9. ☐ No. STOP – this project does not qualify for expedited review.
9. **Is this a mixed municipal solid waste (MSW) land disposal facility?** ☐ Yes. Proceed to question 10. ☐ No. Proceed to Part IV.
10. Minn. Stat. 115A.917 requires that new capacity for the disposal of MSW obtain a certificate of need (CON) from the OEA. **Can a CON be obtained within the next two months?** ☐ Yes. Proceed to Part IV. ☐ No. STOP – this project does not qualify for expedited review.

#### IV. REQUEST FOR INFORMATION RELATING TO AN EXPEDITED PROJECT.

**1) Contact person for this Expedited Permit Review Request:**

Mr/Ms: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Fax: \_\_\_\_\_

Company/Organization Name: \_\_\_\_\_

**2) Facility Name:** \_\_\_\_\_

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

City: \_\_\_\_\_ County: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Existing Solid Waste Permit Number, if known/applicable: \_\_\_\_\_

Federal Employer Identification Number: \_\_\_\_\_

State Tax Identification Number: \_\_\_\_\_

**3) Desired Permit Action Issuance Date:**

Please enter the date by which you need your permit action to be issued: \_\_\_\_\_

Note: Most permit actions require a public notice period, which automatically adds 30 days to the timeframe needed to process your request. Public notice processing can take five days to two weeks, depending on the publication dates of the newspaper in which the notice will appear. Please include this timeframe in the date listed above.

**4) Desired Level of Involvement:**

☐

If the MPCA cannot meet my desired permit issuance date with current staff resources, I would like to reimburse the MPCA for staff overtime costs incurred relating to my construction or expansion related permit application. I DO NOT WISH TO INCUR THE EXPENSE OF AN MPCA CONTRACTOR IN REVIEWING MY PERMIT APPLICATION.

**5) Please provide the following information based on your current knowledge of the project:**

Description of the facility construction or expansion project:

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6) What type of permit action do you anticipate needing for your construction/expansion project?

- ☐ New facility permit
- ☐ Major modification

7) The permit action is likely to require the following review elements:

Engineering Documents

- ☐ Engineering Design Report
  - ☐ Operations and Maintenance Plan
  - ☐ Industrial Solid Waste Management Plan
  - ☐ Household Hazardous Waste Management Plan
  - ☐ Alternative Daily Cover Plan
  - ☐ Closure Plan
  - ☐ Post-Closure Care Plan
  - ☐ Contingency Action Plan
  - ☐ Financial Assurance Plan
  - ☐ Construction Quality Assurance/Quality Control Plan
  - ☐ Engineering Plan Sheets (quantity \_\_\_\_\_)
  - ☐ Technical Specifications
  - ☐ Leachate Management Plan
  - ☐ Landfill Gas Monitoring Plan
  - ☐ Odor Control Plan
  - ☐ Waste Characterization Study
  - ☐ Other (identify) \_\_\_\_\_
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Hydrogeologic Documents

- ☐ Phase I Hydrogeologic Evaluation Work Plan
- ☐ Phase I Hydrogeologic Evaluation Report
- ☐ Phase II Hydrogeologic Evaluation Work Plan
- ☐ Phase II Hydrogeologic Evaluation Report
- ☐ Phase III Hydrogeologic Evaluation Work Plan
- ☐ Phase III Hydrogeologic Evaluation Report
- ☐ Phase IV Hydrogeologic Evaluation Work Plan
- ☐ Phase IV Hydrogeologic Evaluation Report
- ☐ Compliance Boundary
- ☐ Sampling and Analysis Plan
- ☐ Other (identify)\_\_\_\_\_

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Compliance Documents

- ☐ Corrective Action Alternatives Plan for \_\_\_\_\_  
(groundwater contamination, methane migration, liner leakage, final cover repair, etc.)
- ☐ Corrective Action Work Plan for \_\_\_\_\_  
(groundwater contamination, methane migration, liner leakage, final cover repair, etc.)
- ☐ Other (identify)\_\_\_\_\_

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8)

- ☐ I have requested or will request confidentiality status in my permit application, and I have demonstrated or will demonstrate that my request meets statutory requirements regarding non-public data.

I certify that the information contained on this form is, to the best of my knowledge and belief, true, accurate and complete. I further certify that I am duly authorized by the organization which I represent to make decisions regarding entry into the MPCA's Expedited Permit Program for the permit application described above.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Representing: \_\_\_\_\_

Date: \_\_\_\_\_