



Instructions for Extended Permit Notification Form – solid waste transfer facility or SSOM compost facility

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The Minnesota Pollution Control Agency (MPCA) has adopted rules to allow transfer facilities and source-separated organic material (SSOM) compost facilities to extend facility permits with a notification form. This is a simpler process than a reapplication for permit reissuance. Requirements for extended permit notifications can be found in Minn. R. 7001.3075, subp. 3 and 4 and Minn. R. 7001.3410.

Extended permit eligibility criteria

1. The permitted facility is a solid waste transfer facility or a source-separated organic material compost facility.

In order to be eligible to obtain an extended permit, the permitted facility must only be a solid waste transfer station or a SSOM compost facility. This is intended to exclude other permitted facilities that have a transfer station area or a yard waste or solid waste compost operation at their facility from eligibility to operate under an extended permit. For example, a refuse derived fuel processing plant with a permitted transfer station area is not eligible to operate the facility under an extended permit.

2. The permittee is not proposing major modifications to the facility.

The permittee must obtain a new five year permit from the MPCA if they are seeking a major modification. A major modification is defined by this rule as a change in the type of waste (or SSOM) managed at the facility, an increase beyond the original permitted capacity, or a change that may significantly affect compliance with the design or operation standards of Minn. R. 7035.2870, subp. 4 and 5 or Minn. R. 7035.2836 subp. 9 and 11. If the permittee is not sure if a change is considered a minor modification or a major modification, the permittee may seek a written determination from the MPCA.

3. The facility has been operated in compliance with its permit for a minimum of one year.

The facility must have been operated for at least one year during the most recent five year term of the permit. The term operated means to accept waste, or SSOM, at a level that constitutes normal expected volume. Fulfillment of this requirement will afford the MPCA the opportunity to establish a compliance history for the facility.

Directions for Extended Permit Notification Form

Section I – Enter facility name and MPCA solid waste permit number as found on the MPCA permit. Enter the address of the facility.

Section II – Enter the name, phone number, job title, company name, E-mail address and mailing address for the contact person that will receive the annual report form for the facility.

Section III – Indicate whether there have been any minor modifications to the facility or the facility operations. If there have been any minor modifications a list of the modifications must be attached to the form.

Section IV – Indicate if any modifications have been made to approved plans that apply to the facility. Attach the modified plan to the notification form.

Section V – The owner, operator, and landowner for the facility must sign the extended permit form.