

SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST

SECTION	YES	NO	N/A	PAGE
STATUTORY REQUIREMENTS:				
10 V.S.A. §6605 (c) - Planning				
1) Evidence that the facility is included in the applicable solid waste management implementation plan(s), and is in conformance with all applicable municipal or regional plan(s), except as exempted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10 V.S.A. §6605 (f) - Notification				
2) Copy of the notification made pursuant to 10 V.S.A. § 6605 (f) and a Certificate of Service for the notification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10 V.S.A. §6605f - Disclosure statements				
3) Personal history and business disclosures, except as exempted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
REQUIREMENTS OF SOLID WASTE MANAGEMENT RULES:				
SUBCHAPTER 3 - APPLICABILITY AND ADMINISTRATION				
§ 6-304 - Application for Certification				
4) Application form fully completed and signed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5) Appropriate fee enclosed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6) Evidence of fee simple title or unencumbered right to possession of the property to be used for the facility, except for land application sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7) Signed landowner agreements for land application sites	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8) The location of the facility (latitude & longitude)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9) Plan for notification meeting the requirements of § 6-304 (h) of the Rules. See Pages 3, 8, 9, 13, and 14 of the instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SUBCHAPTER 5 - SITING				
§ 6-502 - Prohibited Areas				
Evidence that the facility is not sited in:				
10) Class I or Class II Groundwater Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11) Class I or Class II wetland (or submit Conditional Use Determination)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST

SECTION	YES	NO	N/A	PAGE
12) Class III wetland (or submit Water Quality Certification)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13) National Wildlife Refuge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14) Wildlife management area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15) Threatened or endangered species habitat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16) Watershed for a Class A waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17) A floodway (land application sites only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18) Within 500 feet of an Outstanding Natural Resource Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19) Within an approved Public Water Supply Source Protection Area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-503 - Siting Standards				
Discussion of General Performance Standard as related to protection of the environment afforded by:				
20) Isolation distances to seasonal high groundwater, bedrock, and surface water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21) Isolation distance to drinking water supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22) Isolation distances to property lines, homes, public buildings, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Documentation of isolation distance to:				
23) Drinking water supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24) Property lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25) Bedrock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26) Surface waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27) Seasonal high groundwater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28) Documentation that the facility is not located in areas with serious developmental limitations or the physical capability to support the facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29) Documentation of accessibility from a state or federal highway or a Class III or better town highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST

SECTION	YES	NO	N/A	PAGE
SUBCHAPTER 6 - DESIGN STANDARDS				
§ 6-601 - Basis of Design				
30) Description of facility goals and how the facility is designed to achieve those goals (basis of design)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31) Schematic drawing of wastewater treatment process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
32) Up-to-date annual residual waste generation rate and projections for duration of certification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-602 - Submittals				
33) The management plan was prepared and approved by a Professional Engineer registered to practice in Vermont, or a copy of the Secretary's waiver of this requirement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-603 - Site Characterization				
The management plan documents the site's:				
34) Soils and surficial geology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
35) Bedrock geology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
36) Integrated groundwater geology and geochemistry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
37) Topography	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
38) Groundwater location and flow direction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
39) Surface waters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
40) Air quality and airshed characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-604 - Treatment Facilities				
41) Description of treatment process design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
42) Description of operator control over the treatment process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
43) Description of means to control vectors, emissions, and discharges (including dust and odors) from the treatment facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
44) Description of how design protects surface water, groundwater, and the air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST**

SECTION	YES	NO	N/A	PAGE
45) Description of proposed surface water, groundwater, and air monitoring of the treatment facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
46) Contingency Plan for managing sidestream waste and for managing waste during both foreseen and unforeseen events which preclude use of the treatment facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
47) Treatment facility Operator Training Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
48) Distribution and marketing plan for facilities producing a product intended for distribution and marketing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
49) Description of pathogen reduction process and efficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
50) Description of vector attraction reduction process and efficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
51) Demonstration of adequate storage capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
52) Evidence of ability to pass pre-qualification test per §6-702 (a)(10)(B)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
53) Assurance that the final product is homogeneous and non-deleterious in nature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-605 - Sludge and Septage Storage Facilities				
(a) General Performance Standards				
54) Description of storage facility design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
55) Documentation of storage facility capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
56) Description of means to control vectors, emissions, and discharges (including odors and dust) from the storage facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
57) Description of how storage facility prevents degradation of the stored waste's quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
58) Description of operator control over the storage facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
59) Description of proposed surface water, groundwater, and air monitoring of the storage facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
60) Contingency Plan for managing wastes during both foreseen and unforeseen events which preclude use of the storage facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST**

SECTION	YES	NO	N/A	PAGE
61) Storage facility Operator Training Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
62) Estimate of the amount of waste to be stored and a proposed use schedule for the storage facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
63) Description of equipment used to operate the storage facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(b) Standards for Specific Facilities				
(1) Waste Piles				
64) Demonstration of adequate volume to contain proposed volume of waste storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
65) Description of means of controlling leachate generation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(2) Lagoons				
66) Description of lagoon liner and documentation of compatibility with stored waste	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-606 - Disposal Facilities				
(a) General Performance Standards				
67) Description of how the disposal facility is designed to minimize the possibility of an emission or discharge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
68) Description of the means to control vectors, odor, and dust from the disposal facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
69) Description of how the facility is designed to prevent emissions and the proposed surface water, groundwater, soil, plant tissue, and air quality monitoring of the disposal facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
70) Contingency Plan for managing wastes during both foreseen and unforeseen events which preclude use of the disposal facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
71) Disposal facility Operator Training Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(b) Standards for Specific Facilities				
(1) Diffuse Disposal Facilities				
72) Demonstration of adequate capacity to store or otherwise manage a minimum of five months aggregate volume of waste generated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST**

SECTION	YES	NO	N/A	PAGE
Documentation of each site's:				
73) Soil characteristics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
74) Cropping practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
75) Usable acreage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
76) FEMA Floodplain status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
77) Seasonal restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
78) Prior disposal activities at the site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
79) Remaining site life calculations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
80) General site location and detailed site maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
81) Characterization and discussion of the waste's nutrient concentrations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
82) Application rate calculations based upon the anticipated crop's nutrient requirements, other sources of nutrients applied to the site, and prior nutrient applications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
83) Documentation of points of public access and the means of site access control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SUBCHAPTER 7 - OPERATION STANDARDS				
§ 6-701 - General Standards				
84) Description of facility personnel qualifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
85) Attach copies of drawings for any proposed construction (note: final design plans must be submitted for review and approved before a draft certification can be issued)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
86) Name, address, and telephone numbers of primary and secondary contact persons for the facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
87) Description of personnel who will conduct all sampling and monitoring, and their qualifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
88) A proposed plan for monitoring soil, groundwater, surface water, waste, plant tissue, and air quality. The proposed plan must address the frequency of testing and the parameters to be tested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST

SECTION	YES	NO	N/A	PAGE
89) A description of steps taken to prevent the inclusion of hazardous wastes in the waste stream	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
90) A description of how access to the facility is controlled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-702 - Standards for Disposal Facilities				
(a) Diffuse Disposal Facilities				
91) Cadmium loading calculations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
92) A plan for maintenance of the site's soil pH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
93) Description of site waste management practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
94) Description of site waste management equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
95) Description of site and crop use restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
96) Chemical analysis results for, and discussion of, waste characterization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
97) Pathogen reduction documentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
98) Vector attraction reduction documentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
99) Discussion of the site used restrictions and documentation of how they will be met.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-703 - Reporting				
100) Plan for reporting information on the operation of the facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
101) Plan for reporting information indicating non-compliance with the certification or the Rules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
102) Plan for reporting any discharge or emission from the facility posing a threat to public health & safety or the environment or resulting in the creation of a public nuisance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
103) Plan for reporting any complaints received about facility operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
104) If a "commercial hauler" (per 10 V.S.A. § 6607a), documentation of registration for a DMV Waste Hauler Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SOLID WASTE MANAGEMENT FACILITY CERTIFICATION
APPLICATION CHECKLIST

SECTION	YES	NO	N/A	PAGE
§ 6-704 - Record Keeping				
105) Plan for retention of facility records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SUBCHAPTER 9 - FINANCIAL CAPABILITY AND RESPONSIBILITY				
§ 6-901 - Private Facilities				
106) Evidence of financial responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
107) Financial responsibility instrument prepared on an approved form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
§ 6-902 - Public Facilities				
108) Evidence of financial capability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SUBCHAPTER 10 - CLOSURE AND POST-CLOSURE				
§ 6-1002 - Closure Plan				
109) Closure Plan (for treatment and/or storage facilities not located at WWTFs only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Closure Plan includes:				
110) Description of the steps necessary to close the facility(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
111) Listing of labor, materials, and testing necessary to close the facility(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
112) Estimate of the year of closure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
113) Schedule for closure activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
114) Cost estimate for closure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
115) Plan for revision of the Closure Plan cost estimates every two years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	