



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING



LIESL EICHLER CLARK
DIRECTOR

TO: Scrap Tire Collection Site Applicants

FROM: Jeff Spencer, Manager, Sustainable Materials Management Unit, Solid Waste Section, Materials Management Division

DATE: October 30, 2020

SUBJECT: Calendar Year 2021 Scrap Tire Collection Site Registration Applications

Owners or operators of property where a scrap tire collection site is located, a portable shredding operation, or both, pursuant to Section 16904(1) of Part 169, Scrap Tires, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 169), are required to register annually with the Department of Environment, Great Lakes, and Energy (Department).

REGISTRATION PACKETS AND APPLICATION FORMS ARE NOT BEING MAILED THIS YEAR. This information is available on the Scrap Tire Program web page, www.mi.gov/scraptires. You will find the necessary forms and information by clicking on "Scrap Tire Hauler and Collection Site Registration Information" under the "Scrap Tires" heading. Please use the registration application forms located on the Scrap Tire Program web page as older versions of these forms will not be accepted. Please read all the materials carefully to ensure that you understand them.

PLEASE NOTE: ALL FIELDS MUST BE COMPLETED. IF A FIELD DOES NOT APPLY, PLEASE ENTER "0," "N/A," ETC. APPLICATIONS WITH BLANK INFORMATION WILL BE DETERMINED TO BE ADMINISTRATIVELY INCOMPLETE AND WILL BE RETURNED.

This year you will again be required to enter a valid email address on your registration application form. All future reminders and communications will be sent via email.

To qualify for Administrative Procedures Act (APA) rights to operate under your 2020 Registration until the 2021 Registration is issued, an administratively complete application must be received or postmarked by January 31st. Administratively incomplete or late (postmarked or received after January 31st) do not qualify for APA rights. Operating a Collection Site without APA rights or an issued registration is a violation of Part 169 and may result in enforcement actions and fines.

This year we are again requesting that you include both the Collection Site Property Owner/Applicant's and the Collection Site Operator's Michigan Corporate ID Numbers in the spaces provided. THIS IS NOT YOUR TAX ID NUMBER. This number is obtained from the Department of Licensing and Regulatory Affairs (LARA) and is a nine-digit number beginning with "80". To search for an existing Michigan Corporate ID Number, or to see if a Michigan Corporate ID Number exists for your business, check the LARA database at <http://www.michigan.gov/corpenitysearch>. Applications for a Michigan Corporate ID Number can be filed with the Corporation Division by US mail, fax, or taking it into the Corporation Division office. Additional information including the fax number and mailing address can be found on the Corporation Division Web site listed above.

You must enter the legal name of the partnership, corporation, association, governmental entity, or other legal entity making application for registration as a scrap tire collection site, and any assumed name (i.e., “doing business as” or “DBA”) under which the scrap tire collection site business is to be conducted or transacted. If you do not have a Michigan Corporate ID Number, you must apply in your own name and write “individual” in the Michigan Corporate ID Number space on the application. You may include a common name for your business in parentheses next to your own name on the application for reference purposes, i.e.: “John Doe (dba XYZ Tires).”

Property owners must maintain a bond for indoor and outdoor tire storage areas as required under Section 16903(4) of Part 169. The amount of the bond is to be not less than the sum of \$25,000 per quarter acre, or fraction thereof, of outdoor tire storage area; and \$2 per square foot of tire storage area in a building. The required bond for a scrap tire collection site with less than 2,500 scrap tires, total in all indoor and outdoor storage areas, is \$2,500. The bond may be in the form of a surety bond, a certificate of deposit, an irrevocable letter of credit, or a cash bond and must be on a current form authorized by the Department. **ALL SITES MUST SUBMIT DOCUMENTATION OF THE REQUIRED BOND ON THE CURRENT BOND FORM TO ENSURE THE CURRENT BOND LANGUAGE IS BEING USED EVEN IF THEY CURRENTLY HAVE A BOND. All NEW bonds submitted must be on the forms on the Scrap Tire Program web page with revision dates of 12/20 or the application will be considered to be incomplete. (Copies of existing bonds with no changes do not need to be resubmitted.)** Sites not currently covered by a sufficient bond must submit the appropriate bond with the registration application form. Appropriate bond forms are available on the Scrap Tire Program web page. Additional forms are available by contacting this office, or your District Office (see the Information Sheet available on the web page). **The Department is prohibited by Part 169 from registering a scrap tire collection site that does not provide adequate bonding of the scrap tire storage area(s) as required by Section 16903(4) of Part 169, for the current registration period. The bond must cover the entire registration period for the current registration year. Bonds expiring before January 31, 2021, will not be adequate for registration and may result in your registration being denied.** Pursuant to Section 16904(2), the Department shall not register a scrap tire collection site if the site is not in compliance with the storage requirements of Part 169.

A complete application for a collection site registration must include documentation of proof of property ownership and **a current site map that reflects current conditions at the site. This map will be used during a verification inspection of the site prior to a registration being issued.**

Only a warranty deed or land contract will be accepted as proof of property ownership. Registration of a scrap tire collection site held under land contract will require the signature of **all** parties who hold ownership rights to the property. **Proof of property ownership must be provided with the application each year even if the information has not changed.**

The site map must show **the exact, current** boundaries and dimensions of the outdoor acreage or the square footage of building(s), and number of vehicles to be used for tire storage by the applicant during the 2021 registration period. Please see the sample site map format, which defines a “scrap tire storage area” and provides additional bonding information. **For sites with over 2,500 scrap tires, including sites where any vehicles containing tires are stored, the map must be prepared or drawn by a professional engineer or licensed surveyor.** The

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site map must show acreage of the outdoor tire storage area and square footage of building(s) used as indoor tire storage area(s), as covered by the bond, if required. The site map must match the bond documents. The site map must be current and include the dimensions and boundaries of the tire storage area to be used, type of storage area (whole, shredded, chips, etc.), bonded areas, and type of bonding to be used (building and/or acreage). The site map must also depict any current area(s) that is exempt from bonding and the dimensions and boundaries of the area(s). Please note that commodity storage areas require that a certification be submitted to the Department. Please attach the commodity storage area certification, if applicable. A site that is a processor that has been in compliance with the site requirements for one year is exempt from bonding. Please attach the Processor Bond Exemption Qualification Form, if applicable. **A site map that reflects current site conditions must be provided with the application each year even if the storage area(s) has not changed.**

The fee for registering as a scrap tire collection site is \$200. This fee must be submitted with your application or it will be considered incomplete and be returned.

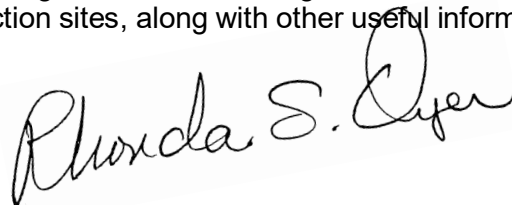
Registration applications that do not contain all required information will be returned to the applicant and the applicant **will not be** registered for the current registration period and will be subject to appropriate enforcement action until the collection site is properly registered.

You should also be aware that the Department may utilize a bond for the following: removing scrap tires from the collection site; bringing the collection site into compliance with Part 169; cleanup at the collection site; fire suppression or other costs associated with responding to a fire or other emergency at the collection site, including reimbursement to any local unit of government that incurred those costs. The Department can draw upon the bond to complete these actions if any of the following apply: there is a fire or other emergency at the collection site; the collection site owner becomes insolvent; the owner or operator of the collection site violated Part 169 and does not cause the removal of the scrap tires as ordered by the Department or a court of competent jurisdiction; the owner or operator of the collection site fails to extend or renew the bond under its terms or establish alternate financial assurance at least 30 days before the expiration or cancellation date of the bond.

If you have any questions regarding the information requested on the registration application or need assistance obtaining the registration forms from the Web site, please contact Ms. Michelle White, Registration Technician, Sustainable Materials Management Unit, Solid Waste Section, Materials Management Division (MMD), at 517-230-2980; or you may contact Ms. Kirsten Clemens at 517-614-7431; or you may contact us via email at EGLE-ScrapTire@Michigan.gov, prior to emailing your registration application(s).

For additional information on the Scrap Tire Program, please check the Scrap Tire Program web site at www.mi.gov/scraptires. You will find grant information, registration forms, Part 169, lists of registered scrap tire haulers and collection sites, along with other useful information.

cc: MMD District Tire Staff, EGLE

A handwritten signature in black ink that reads "Rhonda S. Dyer". The signature is written in a cursive style with a large, looped initial "R".