

A GUIDE
TO
PREPARING THE
SOLID WASTE
MANAGEMENT PLAN
UPDATE FORMAT

AS REQUIRED BY SECTION 11539a OF
PART 115, SOLID WASTE MANAGEMENT, OF
THE NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT
1994 PA 451, AS AMENDED



John Engler, Governor
Russell J. Harding, Director

Michigan Department of Environmental Quality
Waste Management Division

This document is available to download from our Internet site at:
http://www.michigan.gov/deq/1,1607,7-135-3312_4123-9884--,00.html

To accompany EQP 5210 (8-97)

DISCLAIMER

The following is only a guide to assist the county in its preparation of the Solid Waste Management Plan update (Plan) as required by Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Act 451). This document is not intended to replace Part 115 or its Administrative Rules (rules). The entity which prepares the Plan update must be familiar with and follow the requirements of Part 115 and its rules.

PURPOSE

The guidebook is designed to be used as a tool in completing the Solid Waste Management Plan update format provided by the Department of Environmental Quality (DEQ). It references the planner to the applicable portions of Part 115 and its rules, and provides the planning entity with considerations which should be evaluated when comparing various waste management options. Information provided in this guidebook coincides with the provided format of the Plan update on a page-by-page basis. The preparer may choose to check off or circle the appropriate response in the guidebook after completing a task. A flow chart outlining the timetable of the Part 115 requirements is provided on the last page of the guidebook.

QUESTIONS OR COMMENTS

Please direct your questions or comments regarding solid waste management planning to either Seth Phillips, Chief, Solid Waste Management Unit, at 517-373-4750, or to the DEQ planning staff contacts listed by the applicable county on the following page.

Correspondence should be addressed to the Michigan Department of Environmental Quality, Waste Management Division, Solid Waste Management Unit, P.O. Box 30241, Lansing, Michigan 48909-7741.

DEQ SOLID WASTE MANAGEMENT PLANNING CONTACTS BY COUNTY

COUNTY	MANAGER	COUNTY	MANAGER
Alcona	Lynn Dumroese	Lake	Lynn Dumroese
Alger	Christina Miller	Lapeer	Lynn Dumroese
Allegan	Christina Miller	Leelanau	Lynn Dumroese
Alpena	Lynn Dumroese	Lenawee	Lynn Dumroese
Antrim	Lynn Dumroese	Livingston	Lynn Dumroese
Arenac	Lynn Dumroese	Luce	Christina Miller
Baraga	Christina Miller	Mackinac	Christina Miller
Barry	Christina Miller	Macomb	Lynn Dumroese
Bay	Lynn Dumroese	Manistee	Lynn Dumroese
Benzie	Lynn Dumroese	Marquette	Christina Miller
Berrien	Christina Miller	Mason	Lynn Dumroese
Branch	Christina Miller	Mecosta	Lynn Dumroese
Calhoun	Christina Miller	Menominee	Christina Miller
Cass	Christina Miller	Midland	Lynn Dumroese
Charlevoix	Lynn Dumroese	Missaukee	Lynn Dumroese
Cheboygan	Lynn Dumroese	Monroe	Lynn Dumroese
Chippewa	Christina Miller	Montcalm	Lynn Dumroese
Clare	Lynn Dumroese	Montmorency	Lynn Dumroese
Clinton	Lynn Dumroese	Muskegon	Lynn Dumroese
Crawford	Lynn Dumroese	Newaygo	Lynn Dumroese
Delta	Christina Miller	Oakland	Lynn Dumroese
Dickinson	Christina Miller	Oceana	Lynn Dumroese
Eaton	Lynn Dumroese	Ogemaw	Lynn Dumroese
Emmet	Lynn Dumroese	Ontonagon	Christina Miller
Genesee	Lynn Dumroese	Osceola	Lynn Dumroese
Gladwin	Lynn Dumroese	Oscoda	Lynn Dumroese
Gogebic	Christina Miller	Otsego	Lynn Dumroese
Grand Traverse	Lynn Dumroese	Ottawa	Lynn Dumroese
Gratiot	Lynn Dumroese	Presque Isle	Lynn Dumroese
Hillsdale	Lynn Dumroese	Roscommon	Lynn Dumroese
Houghton	Christina Miller	Saginaw	Lynn Dumroese
Huron	Lynn Dumroese	St. Clair	Lynn Dumroese
Ingham	Lynn Dumroese	St. Joseph	Christina Miller
Ionia	Lynn Dumroese	Sanilac	Lynn Dumroese
Iosco	Lynn Dumroese	Schoolcraft	Christina Miller
Iron	Christina Miller	Shiawassee	Lynn Dumroese
Isabella	Lynn Dumroese	Tuscola	Lynn Dumroese
Jackson	Lynn Dumroese	Van Buren	Christina Miller
Kalamazoo	Christina Miller	Washtenaw	Lynn Dumroese
Kalkaska	Lynn Dumroese	Wayne	Lynn Dumroese
Kent	Lynn Dumroese	Wexford	Lynn Dumroese
Keweenaw	Christina Miller		

WHY DO A PLAN?

Part 115 requires every county in the State of Michigan to have a management Plan to assure that all the non-hazardous solid waste generated in the county is collected and recovered, processed, or disposed of for a ten-year period at facilities which comply with state laws and rules. Plans are to be updated every five years.

The first Plans were to be submitted to the State by January 6, 1984. The first five-year update process began in January 1987, with the objective of completing the first five-year update by January 1989, by the submittal of locally approved Plans. The second five-year update cycle was delayed several times to provide an opportunity to consider legislative changes to Part 115 and its rules.

PREPARATION OF THE FIVE-YEAR UPDATE

The five-year updates officially begin with the filing of a "Notice of Intent" form by the county or municipalities within the county accepting responsibility to prepare the update. The Notice of Intent form is provided to the county/municipalities by the DEQ. The form does two things: commits the county to preparing the update and designates the planning agency responsible for doing the work.

The county board of commissioners, or the municipalities if the Plan is being municipally prepared, will be responsible for appointing the 14-member solid waste management planning committee, if one is not currently active. In a charter county where there is an elected county executive, the county executive appoints the planning committee members if the county opts to prepare the Plan. Appendix C-3 of the Plan format covers the appointment of planning committee members.

■ PLAN APPROVAL PROCESS

LOCAL PLAN APPROVAL CHECKLIST

The Plan was placed on public notice, a public comment period of at least 90 days was provided and a public hearing on the Plan was conducted by the Designated Planning Agency (DPA). Sec. 11535(a)-(f), Rule 707 (2), (3)

Yes No

Following the public hearing, the Plan was submitted to the county solid waste management planning committee for approval. Sec. 11536(3), Rule 707 (4)

Yes No

Within 30 days of closing of the public comment period and after the Plan was approved by the majority of the planning committee, the Plan was submitted to the county board of commissioners (BOC) or to the municipalities who voted in favor of filing the Notice of Intent. Sec. 11536(3), Rule 707(5)

Yes No

The Plan was approved by the county BOC or by the majority of municipalities who voted in favor of filing the Notice of Intent. Sec. 11536(2), Rule 708

Yes No

If no, the Plan was returned to the planning committee along with a statement of objections. Sec. 11536(3), Rule 708(3)

Yes No

Within 30 days, the committee reviewed the objections and returned the Plan with its recommendations. Sec. 11536(3), Rule 708(3)

Yes No

The county BOC, or the majority of municipalities who voted in favor of filing the

Notice of Intent, approve the recommendations as submitted or make changes and state the reasons for the changes. Rule 708(3)

Yes No

The Plan was then submitted to all municipalities within the county. Rule 708 (3)

Yes No

The Plan was approved by the governing bodies of at least 67 percent of the county's municipalities before being submitted to the DEQ. Sec.11536(4), Rule 708(4)

Yes No

If no, the Director of the DEQ (Director) prepares the Plan, which is final. Sec. 11536(6), Rule 709(2)

Yes No

Copies of the votes (approvals and disapprovals) by local entities should be recorded in the format in Appendix C.

Yes No

Copies of the Plan and all local actions are included in documents in the Plan repository. Rule 706(7)

Yes No

DIRECTOR'S PLAN APPROVAL

Before submittal to the Director for review and determination of approval or non-approval, a locally-prepared Plan must complete the approval steps outlined above.

■ COVER PAGE

Indicate the date when the Plan update is anticipated to be submitted to the DEQ. This is important because counties may submit different versions of the Plan update prior to DEQ approval and proper dating can ensure that discussions between the DEQ and the county are referring to the correct document.

<u>Act/Rule</u>	<u>Plan Format Requirement</u>
Sec.11535 (d) Sec. 11536(1), (5) Rule 701	Identify all the counties and municipalities who are participating in the Plan. It may be only one county in a single county Plan update or may include several counties in a regional update and may also include adjacent municipalities which requested to be included in this Plan update.

The following applies if a municipality requested to be included in an adjacent county's Plan update.

Sec. 11536(1) The municipality name will be included in the executive summary. If a municipality applied to be included in an adjacent county's Plan, the request needs to be approved by resolution by each of the county BOCs involved.

List the municipality names.

List the counties involved under the headings of Original Planning County or New Planning County, as appropriate. The BOC approvals must be included in Appendix D (Attachments).

Sec. 11536(1) If the request is denied, the municipality may choose to appeal the decision to the Director. Was the decision appealed?

Yes No

APPROVED The Director's decision will be made within 45 days and such decision
DENIED is final.

Yes No Copies of these actions are included in the central repository?

Sec. 11533(3) DESIGNATED PLANNING AGENCY (DPA)
Rule 702(1) List the DPA responsible for the plan development and approval, along with the name of the contact person from that agency, their address and telephone number. Provide the fax number and E-mail address, if available.

Rule 706(7) CENTRAL REPOSITORY
List where the documents associated with the development of the Plan update and its approval are available for public review. If a planning area consists of multiple counties, a repository should be provided somewhere in each county so that residents of each county can easily access those documents.

■ **TABLE OF CONTENTS**

List the pages where the outlined information is located in the Plan update.

■ **Page I-1 EXECUTIVE SUMMARY**

Rule 711(a) The Executive Summary is intended to be a condensed description of the Plan's selected solid waste management system and how the conclusion to select that option was reached. Briefly discuss the process used when developing and approving this Plan update. Discuss any problems which were encountered and how the county was able to overcome those obstacles. Any information that is provided in the Executive Summary which contradicts information provided in the remainder of the Plan update will not be considered when reviewing or enforcing the Plan update. The Executive Summary should address the following three topics in a short, concise manner.

■ **Page I-1 OVERVIEW OF THE COUNTY**

Rule 711(a)(i) This information will provide a brief synopsis of the county's population size, general land use, and its economic base on a county basis. It is not necessary to provide geographical descriptions since that information has been provided in past Plan updates. The requested information may be used to evaluate trends affecting solid waste management which are occurring within the county and throughout the state as the Plan updates are submitted every five years.

■ **Page I-2 CONCLUSIONS**

Rule 711(a)(ii) This section provides a brief description of the decisions reached by the county after going through the planning process in picking the selected alternatives.

■ **Page I-2 SELECTED ALTERNATIVES**

Rule 711(a)(iii) This section provides a brief description of strategy and methods to be utilized by the

county to handle its solid waste for the planning period through the solid waste system chosen by the county during the planning process.

■ Page I-3 INTRODUCTION

GOALS AND OBJECTIVES

Sec. 11538(1)(a) Each county must develop goals and objectives based on the purposes stated below which will direct the county's efforts regarding solid waste management. Goals are the end result which the county wants to achieve.

Goals are described in one broad statement. Objectives are the means by which the goals will be met. Objectives are described in concise statements which often have measurable outcomes.

Sec. 11541(4) In addition to meeting the needs of the county, the developers of the goals and objectives should also consider how those local goals and objectives fit into overall State goals. Michigan's ultimate solid waste management goal is to reduce land disposal to only "unusable residues" by the year 2005. It is intended that this can be achieved by obtaining or exceeding the following goals from the State Solid Waste Policy:

Reduction	8-12%
Reuse	4-6%
Composting	8-12%
Recycling	20-30%
Waste-to-Energy	35-45%
Landfill	10-20%

Rule 711(b)(i) Identify the goals and objectives which apply to the county that will help prevent adverse effects on the public health and on the environment resulting from improper solid waste collection, transportation, processing, and disposal, including protection of surface and groundwater quality, air quality, and the land.

Yes No

Rule 711(b)(ii) Identify the goals and objectives which apply to the county that will establish the maximum utilization of Michigan's solid waste through resource recovery, including source reduction and source separation.

Yes No

The following are examples of goals and objectives developed to meet these requirements.

Goal 1: Establish and maintain a high-quality environment by developing and implementing integrated solid waste management which provides for the protection of public health and the environment.

Objective 1.1: Annually fund at least one full-time position and one half-time position to develop and implement waste reduction, recycling, and composting programs.

Objective 1.2: By the year 2000, the City of Able will participate in Michigan's "Wellhead Protection Program" which includes identification of potential sources, including improper waste management, which may contaminate the City's water supply.

Objective 1.3: Develop a protocol to follow if a natural disaster such as a tornado or flood occurs and subsequently results in an excess of solid waste needing disposal. This protocol will include recycling and composting opportunities for at least 50 percent of the construction and demolition materials.

Objective 1.4: Improve enforcement against illegal dumping of waste in unauthorized areas by enacting a county ordinance which provides for fines and other penalties and encourages witnesses to report illegal dumping by offering cash rewards.

Objective 1.5: Institute volume-based pricing for waste disposal within the county.

Objective 1.6: Develop and implement a household hazardous waste collection program at least every other year and an agricultural pesticide collection program at least every three years with assistance from the local health department and the Michigan Department of Agriculture.

Goal 2: Build an educated public where citizens are informed about and understand solid waste management issues and concerns.

Objective 2.1: Establish or designate an office where the public can direct questions about solid waste management and obtain educational materials.

Objective 2.2: Notify citizens about opportunities for solid waste management such as recycling, household hazardous waste collections, and special concerns, through radio, television, flyers, and newspaper announcements.

Objective 2.3: Request local grocery stores to print information regarding how individuals can reduce their amount of garbage and how to recycle and compost on their grocery bags at least twice a year.

Objective 2.4: Support an environmental educational program for K-12 grades by providing

annual opportunities to tour existing solid waste management facilities and providing information regarding those facilities which can be used in their curriculum.

Goal 3: Maintain, support, and expand recycling programs and facilities.

Objective 3.1: Promote at least 50 percent procurement of recycled products of supplies purchased by local governmental units by passing a procurement policy which requires the purchase of recycled products when it does not exceed ten percent of other bids for non-recycled materials and if the bid is comparable in other terms to the other bids.

Objective 3.2: Encourage private-public-intergovernmental cooperation by developing and implementing a composting program which will recycle all of the yard waste in the county.

Objective 3.3: Encourage local businesses, hospitals, and nursing homes to participate with waste reduction, recycling and composting programs by providing at least 75 low cost or free waste audits per year.

■ Page II-1 DATA BASE

Sec. 11538(1)(b)

Rule 711(c) Identify the types of solid waste generated within the county, the amount, how the volume was calculated, the sources of the information, and discuss any problems associated with management of wastes regulated under Part 115. The county may choose how detailed it may want to break down the information. For example, it may choose to list the information for each applicable waste type by each township within a county or by listing an amount for each applicable waste type for the county. The following are different examples of reporting this information. The database will clearly identify the total quantity of solid waste generated and the total quantity of solid waste needing disposal within an identified time span at the end of this section.

EXAMPLE FOR SINGLE COUNTY UPDATE

The following data base is derived from the following sources:

The reported data represents actual volumes disposed or handled by the following: residential and commercial solid waste data was provided by the county landfill operator, Our Proud Local Product, Paper Inc., and We Make It industries reported their solid waste and sludge generation data, and the City of Able reported the amount of municipal sludge produced at the waste water treatment plant, which provides services to the City and its surrounding communities.

County	Waste Type	Current Annual Volume	Five-Year Annual Volume	Ten-Year Annual Volume
County	Household solid waste	50,000 tons	55,000 tons	57,000 tons
	Commercial solid waste	45,000 tons	47,000 tons	50,000 tons
	Industrial solid waste	20,000 tons	22,000 tons	25,000 tons
	Industrial sludge	5,000 tons	5,500 tons	6,000 tons
	Municipal sludge	22,000 tons	25,000 tons	30,000 tons
	Construction/Demolition	35,000 tons	40,000 tons	45,000 tons

Overall, the county does not anticipate major problems associated with managing the solid waste generated within its borders since the county landfill has over 12 years of capacity, and the major industries own and operate their own landfills and each has over five years of capacity. However, it is possible, with the steep increase of resident numbers in the county bordering our southern boundaries, that we will encounter a larger population growth than expected within the next seven years. If that occurs, the county will explore further disposal options of the municipal sludge, such as composting it, in addition to using the sludge as alternative daily cover at the county landfill and land application. Due to the successful household and small quantity generator hazardous waste collection and awareness programs, it is not expected that problems associated with toxic sludges or contaminated solid waste will occur. The potential for an influx of residents may also require the county to reevaluate

and reroute the solid waste collection routes so the transportation infrastructure may accommodate the increased traffic flow.

Due to the high rate of participation with recycling and composting and the capacity that each of these programs have for growth, it is not anticipated that problems associated with increased volumes of solid waste will result from a substantial increase of population. These programs have already had a substantial impact in reducing the amount of solid waste needing disposal as can be seen in the figures below.

TOTAL QUANTITY OF SOLID WASTE GENERATED:
177,000 tons annually

TOTAL QUANTITY OF SOLID WASTE NEEDING DISPOSAL:
113,546 tons annually

EXAMPLE SINGLE COUNTY UPDATE WITH MORE DETAILED REPORTING

The following database is derived from the listed sources:

Residential solid waste data was calculated by the county waste management staff using the rate of one and one half pounds of solid waste generated per person per day and the commercial solid waste was calculated by using the rate of two pounds per person per day. Our Proud Local Product, Paper Inc., Wood Products USA, Recover Plastic Inc., and We Make It industries reported their actual volumes of solid waste and sludge generation data, and the City of Able reported the amount of municipal sludge produced at the wastewater treatment plant, which provides services to the City and its surrounding communities.

Municipality	Waste Type	Current Annual Volume	Five-Year Annual Volume	Ten-Year Annual Volume
City of Able	Household solid waste	20,000 tons	25,000 tons	27,000 tons
	Commercial solid waste	25,000 tons	27,000 tons	28,000 tons
	Industrial solid waste	10,000 tons	12,000 tons	15,000 tons
	Industrial sludge	2,000 tons	2,500 tons	2,000 tons
	Municipal sludge	22,000 tons	25,000 tons	30,000 tons
Howdy Twp.	Household solid waste	5,000 tons	6,000 tons	7,000 tons
	Commercial solid waste	500 tons	700 tons	900 tons
	Industrial solid waste	500 tons	600 tons	700 tons
	Industrial sludge	200 tons	250 tons	275 tons
Glad Twp.	Household solid waste	300 tons	355 tons	357 tons
	Commercial solid waste	100 tons	120 tons	130 tons
Your Twp.	Household solid waste	500 tons	550 tons	570 tons
	Commercial solid waste	500 tons	700 tons	750 tons

	Industrial solid waste	200 tons	220 tons	250 tons
Able Twp.	Household solid waste	10,000 tons	15,000 tons	17,000 tons
	Commercial solid waste	15,000 tons	17,000 tons	20,000 tons
	Industrial solid waste	17,000 tons	19,000 tons	21,000 tons
	Industrial sludge	2,000 tons	2,500 tons	2,000 tons

Overall, the county does not anticipate major problems associated with managing the solid waste generated within its borders since the one landfill in the county has over 12 years of capacity, and the major industries own and operate their own landfills which each has over five years of capacity. However, it is possible that seasonal tourism may increase to a point that will require additional collection service routes. Subsequently, the county will need to reevaluate and reroute the solid waste collection routes so the transportation infrastructure may accommodate the increased traffic flow.

Due to the high rate of participation with recycling and composting and the capacity that each of these programs has for growth, it is not anticipated that problems associated with increased volumes of solid waste will result from an increased tourism population. However, the need to construct and operate additional wastewater treatment plants to protect the surface and groundwaters may be necessary. The county will evaluate whether constructed wetlands will be feasible to treat the wastewater in place of landfilling the biosolids from dewatered sludges resulting from typical wastewater treatment plants. In addition, construction of additional municipal composting sites, along with encouraging backyard composting, have virtually eliminated yard waste from the municipal waste stream. These programs have already had a substantial impact in reducing the amount of solid waste needing disposal as can be seen in the figures below.

TOTAL QUANTITY OF SOLID WASTE GENERATED:
130,800 tons annually

TOTAL QUANTITY OF SOLID WASTE NEEDING DISPOSAL:
88,860 tons annually

EXAMPLE MULTI-COUNTY PLAN UPDATE WITH ADDITIONAL MUNICIPALITY

The following database is derived from the following sources:

Residential and commercial solid waste data was reported by the owners/operators of the Wolverine and Munn sanitary landfills. Our Proud Local Product, Paper Inc.; Wood Products USA; Recover Plastic Inc.; and We Make It Industries reported their actual volumes of solid waste and sludge generation data, and the cities of Able, Sparty, Rainbow, Sister City and Germ reported the amount of municipal sludge produced at their respective wastewater treatment plants, which provides services to those cities and their surrounding communities.

County/ Municipality	Waste Type	Current Annual Volume	In Five Years Annual Volume	In Ten Years Annual Volume
X County	Household solid waste	150,000 tons	155,000 tons	155,000 tons

	Commercial solid waste	145,000 tons	155,000 tons	155,000 tons
	Construction/Demolition	50,000 tons	50,000 tons	50,000 tons
	Industrial solid waste	5,000 tons	50,000 tons	50,000 tons
	Industrial sludge	25,000 tons	25,500 tons	26,000 tons
	Municipal sludge	100,000 tons	125,000 tons	125,000 tons
Y County	Household solid waste	50,000 tons	55,000 tons	57,000 tons
	Commercial solid waste	45,000 tons	55,000 tons	55,000 tons
	Industrial solid waste	20,000 tons	22,000 tons	25,000 tons
	Industrial sludge	5,000 tons	5,500 tons	6,000 tons
	Municipal sludge	22,000 tons	25,000 tons	30,000 tons
Any City, Z County	Household solid waste	200 tons	215 tons	215 tons
	Commercial solid waste	100 tons	110 tons	110 tons
	Municipal sludge	2 tons	3 tons	3 tons

Currently, the planning area does not have any problems regarding management of their solid waste. In the past, X County's composting site has encountered complaints regarding the operation of their site due to blowing debris and odor. However, since the composting site has been managed by the Department of Public Works, there have been no problems. Two additional composting sites have begun operating in the past year to handle the volume of yard waste which is no longer able to be disposed of at the landfills. It is expected that five solid waste collection vehicles servicing Y County will need to be replaced within the next three years, and the waste hauler will be replacing those vehicles with co-collection vehicles and expand recycling collection to curbside in Y County. With the anticipated increased volume of recovered materials, it will be necessary to increase the storage capacity at the material recovery facility by building an approximate 40' by 120' pole shed at the site. These efforts are expected to reduce the total quantity of waste needing disposal from the current levels. The existing Type II and Type III landfills have the capacity to meet the counties' needs for the next 15 years. The lifetime of the landfill facilities may be extended by the implementation of additional recycling programs.

TOTAL QUANTITY OF SOLID WASTE GENERATED:
557,302 tons annually

TOTAL QUANTITY OF SOLID WASTE NEEDING DISPOSAL:
522,247 tons annually

■ Page II-2 DATA BASE - SOLID WASTE DISPOSAL AREAS

Sec. 11538(1)(d)

Rule 711(c) (i) & (ii) The plan must include an inventory and description of all solid waste disposal areas. If possible, the Plan update will include specific disposal capacities for ten years. List the facilities where the disposal of solid waste generated within the county will occur. This listing, along with the information provided on the following facility inventory pages, will be used to confirm that the county has the necessary capacity to meet its needs and the requirements of Part 115.

Documentation provided by the facility owner or operator will confirm that the county has access to the capacity listed. Attach this documentation in Appendix D (Attachments Section) of the Plan.

■ Pages II-3-7 DATA BASE - SOLID WASTE FACILITY DESCRIPTIONS

(copy and attach additional sheets if necessary)

Sec. 11538(1)(d)
Rule 711(c)(i)

An inventory and description of all existing facilities where solid waste is being transferred, treated, processed, or disposed. This inventory shall include:

- | | | |
|-----|----|---|
| Yes | No | * Facility type (Type II landfill, Type III landfill, incinerator, waste-to-energy incinerator, Type A transfer station, Type B transfer station, processing plant, waste pile, or other.) |
| Yes | No | * Facility name (List the name on the construction permit or operating license. In addition, a name commonly used which is not on the permit or license may also be provided.) |
| Yes | No | * Physical location (List the county, town, range, and section(s) where the facility is located. A map delineating the facility borders may be provided in the Attachments Section in place of the legal description on this page.) |
| Yes | No | * Final disposal site and county where located for incinerator residue and solid waste hauled to transfer stations and processing plants |
| Yes | No | * Delineation of private and public facilities (Check whichever is applicable for this facility.) |
| Yes | No | * Identification of facility owner |

- | | | |
|-----|----|---|
| Yes | No | * Operating status (Check whichever status applies. If a facility is currently open but it is expected to be closed in the near future, check the "open, but closure pending" status.) |
| Yes | No | * Solid waste type received (Check whichever type is accepted at that facility. If there are special wastes or are special conditions limiting what the facility will accept, please identify them.) |
| Yes | No | * Size (List the final height above ground level and above sea level, the total acreage of the facility property, the acreage of the total area permitted, along with the acreage that is operating and that portion which is not excavated yet.) |
| Yes | No | * Current capacity (Express the amount in tons or cubic yards which can be disposed at the facility. If cubic yards is provided also clarify if the solid waste is compacted or not compacted.) |
| Yes | No | * Estimated lifetime |
| Yes | No | * Number of days the facility is open each year |
| Yes | No | * Estimate the volume or weight received annually |
| Yes | No | * Annual energy production for methane gas recovery projects at landfills and waste-to-energy incinerators. Express the recovered amount in megawatts. |
| Yes | No | * Proposed uses of the facility site after closure. For example, a closed landfill may be used as a park or multipurpose trails for joggers, walkers, and bikers. |

Use the conversion factor of three compacted cubic yards in one ton if converting from weight to volume.

■ Page II-8 DATABASE - SOLID WASTE COLLECTION SERVICES AND TRANSPORTATION INFRASTRUCTURE

Rule 711(c)(ii) Describe the existing collection services which are available for the county. It may be depicted in chart form which has the service provider listed with information regarding the services offered such as the following:

Service Provider	Public/Private	Service Area	Payment?	Disposal Facility
Green's Hauling	Private	A Township	Customer	A Transfer Station
		B Township	Customer	A Transfer Station
		C Township	Customer	Our County Landfill
		USA City	City General Fund	A Transfer Station
		B Village	Customer	Our County Landfill
City of Able	Public	City of Able	City Special Fee	Our County Landfill
SuperPickup	Private	County	Customer	A Transfer Station Our County Landfill
Best Factory	Private	Best Factory	Best Factory	Best Factory Landfill

Or the information could be presented in a text format such as:

The county has four entities which provide adequate collection services throughout the whole county. The City of Able provides collection services for the City residents and commercial establishments and directly hauls to Our County Landfill. The service is financially supported by a special fee that is part of the City tax schedule. Two private firms provide collection services to the remainder of the county. Green's Hauling and SuperPickup both haul residential and commercial waste to B Transfer Station and some collection routes are directly hauled to Our County Landfill. SuperPickup has contracts with the industries located in the City of Able. The Best Factory provides its own waste hauling and disposal capacity for all solid waste generated at the Best Factory Complex.

Or the collection service information could be presented in a map format which outlines the county and shades the applicable portions which are serviced by the collection entities. The preferred way to provide the information regarding the transportation infrastructure is by using both maps, which indicate the main roadways which will be used to haul the waste to the disposal facilities, and text, which address the capabilities of the transportation infrastructure.

If more than one page is used to describe the collection services and transportation infrastructure, then copy additional sheets as necessary.

■ **Page II-9 DATABASE - EVALUATION OF DEFICIENCIES AND PROBLEMS**

Sec. 11538(1)(b),(d)

Rule 711(c)(i),(ii) This is a written evaluation of existing solid waste collection, management, processing, treatment, transportation, and disposal problems by type and volume, including residential and commercial solid waste, industrial sludges, pretreatment residues, municipal sewage sludge, air pollution control residue, cleanup wastes, and other solid wastes from industrial or municipal sources, but excluding hazardous wastes.

Provide a narrative description of any problems or deficiencies in the existing solid waste system. Deficiencies in disposal capacities should be specifically noted. If any particular waste stream has problems with any aspect of the solid waste system, the Plan should identify the waste stream, describe the nature of the problem, and include a discussion of why that particular waste causes difficulty.

■ **Pages II-10 & II-11 DATABASE - DEMOGRAPHICS AND LAND DEVELOPMENT**

Sec. 11538(1)(g)

Rule 711(c)(iii)

- Yes No * County demographics which include current and projected population densities and centers for five- and ten-year periods
- Yes No * Identification of current and projected centers of solid waste generation, including industrial waste for five- and ten-year periods
- Yes No * Current and projected land development patterns and environmental conditions as related to solid waste management systems for five- and ten-year periods
- Yes No * County demographics, which include current and projected population densities and centers for five- and ten-year periods (may want to indicate centers on map of county and include population projections in graph format)
- Yes No * Identification of current and projected centers of solid waste generation, including industrial waste for five- and ten-year periods (may want to indicate centers on map of county)
- Yes No * Current and projected land development patterns and environmental conditions as related to solid waste management systems for five- and ten-year periods (may want to indicate on map of the county)

■ Page II-12 SOLID WASTE MANAGEMENT ALTERNATIVES

Sec. 11533(2) Develop alternative systems which address all solid waste management
Sec. 11538(1)(c) components. Each alternative system shall evaluate public health,
Rule 711(d) economic, environment, siting and energy impacts. Estimates of
capital, operational, and maintenance costs shall be developed for each
alternative system. The Plan shall take into consideration contiguous
counties' Solid Waste Management Plans and existing locally approved Solid
Waste Management Plans as they relate to the county's needs. List and
briefly summarize each alternative developed on page II-12. Provide
detailed information on the Selected Alternative in Section III of the Plan.
Provide more detailed information on the Non-Selected Alternatives in
Appendix B.

Rule 711(d) Evaluate how each alternative addresses the problems identified in the database section
under Rule 711(c) and include the following management components in each
alternative evaluated:

- * Waste reduction, pollution prevention includes changes in manufacturing or other processes which generate solid waste as a function of the process so that a reduced amount of waste is created. Additionally, changes may be made to the waste stream to produce a waste that contains less potential environmental pollutants.
- * Resource conservation includes reduced resource use per product, increased product life, product reuse, and decreased consumption of products which become solid waste. Implementation of resource conservation can be accomplished through voluntary action by consumers and manufacturers or through legislative measures. Local entities can best encourage voluntary action by providing public education and promotional activities and through enacting local government procurement policies.
- * Resource recovery includes source separation or mixed waste processing and the subsequent recovery of materials, energy savings and/or production re-use potential, and market availability for recovered materials processed by each process. Source separation involves the separation of selected materials at the source of generation. This process may be practiced at residences, commercial establishments, institutions, and industries. The recovered materials may be picked up at the site or the generator may directly haul materials to a recycling center. Mixed waste processing involves the physical or mechanical separation of recoverable materials from the waste stream after the waste is collected and transported to a solid waste processing facility, often called a material recovery facility or MRF. Mixed waste processing techniques include hand sorting, screening, gravity and magnetic separation, and optical separation.
- * Volume reduction includes processing by compactors, balers, shredders, and incinerators.

- * Sanitary landfill includes identification of disposal methods such as the trench method, the area method, or the depression method and locations.
- * Collection processes and transportation includes the process of transferring the waste from the point of generation to a transfer station, processing plant, resource recovery facility, or final disposal area. Consider the types of collection containers used at the generation site, the types of equipment used to haul the waste, who hauls the waste, and how bulk items will be handled.
- * Ultimate disposal area uses includes recreational or other potential uses after the facility is properly closed and maintained.
- * Institutional arrangements include the agreements and organizational arrangements and structures which provide for public and/or private operation of solid waste collection, processing, and disposal systems. It also may include multijurisdictional approaches in managing solid waste.
- * Recycling and composting programs include the following:
 - How various factors do or may affect recycling or composting programs. Factors include evaluation of existing solid waste collection systems, materials markets, transportation networks, local composting and recycling support groups, institutional arrangements, population, and other pertinent factors. [Sec. 11539(1)]
 - Identify impediments to implementing a recycling and composting program and recommended strategies for removing or minimizing those impediments. [Sec. 11539(1)]
 - Evaluate how recycling and composting and other processing or disposal methods could complement each other and examine the feasibility of excluding site separated material and source separated material from other processing or disposal methods. [Sec. 11539(1)]
 - Identify and quantify environmental, economic, and other benefits that could result from the implementation of a recycling and composting program. [Sec. 11539(1)]
 - Examine the feasibility of source separation of materials that contain potentially hazardous components at disposal areas. [Sec. 11539(1)]

Rule 711(e) The proposed alternative systems shall be evaluated and ranked on the following :

- technical feasibility for five- and ten-year periods
- economic feasibility for five- and ten-year periods
- access to land for five- and ten-year periods
- access to transportation networks to accommodate the development and operation of

solid waste transporting, processing, and disposal facilities for five- and ten-year periods

- effects on energy for five- and ten-year periods, production possibilities and impacts of shortages on solid waste management systems
- environmental impacts for five- and ten-year periods
- public acceptability

Questions which should be evaluated, but not limited to those listed, include the following:

Technical feasibility: Can the alternative be implemented using presently available technology? If not, is the needed technology likely to be commercially available in the near future?

Economic feasibility: How much would it cost to implement the alternative? Is this cost greater than the financial capability of existing public or private entities? What are the costs associated with operation and maintenance? Consider the costs associated with obtaining the land, structures (new or existing and any necessary modifications), and necessary equipment. How are facility development, operation, and maintenance costs to be provided?

Access to Land and Transportation Routes: Does the alternative require the acquisition of land to develop new facilities? Would new or existing facilities be efficiently located? Are there existing all-season roads in proximity to existing or proposed facilities? If not, what is the extent of the road improvements that would be required?

Energy Consumption/Production: Is the alternative energy efficient for transportation and operation? Will energy be produced as part of the disposal process? If so, would income cover costs of energy recovery? Which energy recovery process would be utilized; incineration, use of solid waste as a supplemental fuel in boilers, or production of gaseous, liquid or solid refuse derived fuels (RDF)? What is the capacity of these processes to utilize solid waste?

Environmental Impacts: What environmental impacts would result from the implementation of the alternative? Would these result from the continuation of an existing facility or the construction of a new one? Would implementation result in long term environmental impacts associated with the operation and maintenance of solid waste facilities?

Public Health Effects: Would implementation of the alternative create, continue, or mitigate public health hazards associated with improper handling or disposal of solid waste?

Public Acceptability: Is the proposed alternative likely to be acceptable to local residents? Is the alternative likely to be politically acceptable to local municipalities? Would the alternative comply with applicable state laws, particularly Act 451?

■ **Page III-1 SELECTED SOLID WASTE MANAGEMENT SYSTEM**

Sec. 11538.(1)(f), (h), (i), (j)

Sec. 11538 (2), (3), (4)

Sec. 11539.(1) The selected solid waste management system must be capable of being Rule 711(e), (f) developed and operated in compliance with state laws and rules pertaining to the protection of public health and environment considering the available land in the county and the technical feasibility of, and economic costs associated with, the system. The selected system must be consistent with and utilize population, waste generation, and other planning information.

Identify which of the alternatives listed on Page II-12 the county will be utilizing. Provide detailed information on the evaluation and implementation of the Selected System in Appendix A.

■ **Page III-2 IMPORT AUTHORIZATIONS**

The Plan must explicitly list the other Michigan counties that are authorized to import waste into the county and the volume allowed or limitations on imports. The Plan may state the location where wastes will be disposed and the amount which will be accepted at that facility. Please note that a facility which is identified as the primary disposal site cannot also function as a contingency disposal site, because if the facility is non-operational to accept waste for primary disposal, it will also be unable to accept waste for contingency disposal

A Plan needs to clearly state under what conditions wastes will be exported from or imported to the county.

Part 115 does not require counties to develop formal agreements with other counties regarding waste disposal. However, if counties choose to require such agreements, the Plan must so indicate. The DEQ requests that copies of these agreements be provided to the DEQ to assist with the implementation of the statewide Solid Waste Management Plan and monitoring of the county's implementation and enforcement of its Plan. Include copies of completed agreements in Appendix D (Attachments), and forward copies of future agreements when executed.

Sec. 11513 List authorizations for importation of solid waste generated outside the
 Sec. 11538(6) county into existing facilities within the county. It is only necessary to
 Rule 711(e)(iii)(C) list a specific facility if the county chooses to limit where disposal of
 solid waste can occur in the county.

EXAMPLE: Green County has two landfills (A and B). White County wants to ship its solid waste to Green County as its main disposal practice. However, Green County only wants it to be hauled to Landfill B, so the plan update would authorize Green County as the IMPORTING COUNTY, White County as the EXPORTING COUNTY, and Landfill B in the FACILITY NAME column. Note P in the AUTHORIZED CONDITIONS column as it is primary disposal for White County. In addition, Green County wants to limit how much solid waste can be hauled into Landfill B on a daily and yearly basis. Therefore, the Plan update would also contain the waste volume which can be hauled to Landfill B in the AUTHORIZED QUANTITY DAILY AND ANNUAL columns. Entries limiting the quantity amounts must list the unit of measurement used, either in tons or cubic yards, which is further clarified as to it being compacted or not compacted. Also, in this example, Green County is willing to accept all the waste generated by Blue County in either landfill A or landfill B.

Table 1-A

EXISTING SOLID WASTE IMPORT AUTHORIZATION

IMPORTING COUNTY	EXPORTING COUNTY	FACILITY NAME ¹	AUTHORIZED QUANTITY/ DAILY	AUTHORIZED QUANTITY/ ANNUAL	AUTHORIZED CONDITIONS ²
<u>Green</u>	<u>White</u>	<u>Landfill B</u>	<u>30 tons</u>	<u>10,950 tons</u>	<u>P</u>
<u>Green</u>	<u>Blue</u>	<u>N/A</u>	<u>100%</u>	<u>100%</u>	<u>P</u>

¹ Facilities only listed if the exporting county is restricted to using specific facilities within the importing county.

² Authorization indicated by P = Primary Disposal; C = Contingency Disposal; * = Other conditions exist and detailed explanation is included in the Attachment Section.

■ **Page III-3 FUTURE IMPORT AUTHORIZATIONS**

Sec. 11513 List authorizations for importation of solid waste generated
Sec. 11538(6) outside the county which may, in the future, be disposed at
Rule 711(e)(iii)(C) facilities operating within the county. It is only necessary
to list a specific facility if the county chooses to limit where
disposal of solid waste can occur in that county.

■ **Page III-4 EXISTING EXPORT AUTHORIZATIONS**

Sec. 11538(6) If the exporting county chooses to authorize waste exportation,
Rule 711(e)(iii)(C) then list all authorizations for exportation of solid waste generated
within the county to other counties and, if desired, facilities existing outside the
county. It is only necessary to list a specific facility if the exporting county chooses
to limit where disposal of solid waste can
occur in the importing county.

■ **Page III-5 FUTURE EXPORT AUTHORIZATIONS**

Sec. 11538(6) If the exporting county chooses to authorize waste exportation, then
Rule 711(e)(iii)(C) list the other counties and facilities operating outside the county
where the solid waste generated in the county will be exported to in the future. It
is only necessary to list a specific facility if the county chooses to limit where
disposal of solid waste can occur in that county.

■ **Page III-6 DESCRIPTION OF SOLID WASTE FACILITIES**

Sec. 11538(1)(d) Provide a listing of solid waste facilities that will be serving the county's Sec.
11538(2) needs as part of the selected Plan.
Rule 711(e)(iii)(A)

■ **Pages III 7-11 DETAILED DESCRIPTIONS OF SOLID WASTE FACILITIES**

(copy and attach additional sheets if necessary)

Sec. 11538(1)(d) Provide details for each disposal area located within the county.
Sec. 11538(2) If the disposal areas to be used are located outside the county,
Rule 711(e)(iii)(A) indicate the location in the space provided on each form.

■ **Page III-12 SOLID WASTE COLLECTION SERVICES AND TRANSPORTATION**

Sec. 11538(1)(h) Provide a written description of efforts planned as part of the selected
Rule 711(e)(i)(D) system proposed to conserve resources and thereby reduce the amount of
solid waste generated in the county.

■ **Page III-13 RESOURCE CONSERVATION EFFORTS**

Sec. 11538(1)(c) List the efforts planned as part of the selected system proposed to
Rule 711(d)(i)(A) conserve resources and thereby reduce the amount of solid waste generated
in the county.

■ **Page III-14 WASTE REDUCTION, RECYCLING AND COMPOSTING PROGRAMS**

Sec. 11539 This section of the selected Plan is intended to provide a description of current level and proposed waste reduction, reuse, composting, and recycling programs and the impact of such reductions or anticipated reductions on total waste stream managed in the county.

Volume Reduction Techniques

Sec. 11539(1)(c) List the efforts proposed by the selected system to reduce the physical
Rule 711(d)(i)(B), volume of waste produced by the county needing disposal and the estimated
(C) amount of space saved by each technique used. These can include incineration, physical compaction, or any other methods that will reduce the overall waste volume.

Overview of Resource Recovery Programs

Sec. 11539(1)(a), (b) The Plan update must provide a written discussion of the opportunities available for recycling and composting in the county. Types and volumes of materials available in the waste stream must be identified. Physical factors such as population base, transportation networks, local support, existing solid waste collection methods and their possible impacts on recycling and composting should be included. Identification of impediments to recycling or composting with recommendations for minimizing the impediments and identification of potential benefits of recycling and composting programs must also be included. The feasibility of source separation of potentially hazardous components must also be addressed in the discussion. Following the discussion on recycling, the Plan must either provide for recycling and composting or establish that it is not necessary or feasible, or is only necessary or feasible to a limited extent. Check the applicable statement for each type of program: recycling, composting, and collection of potentially hazardous materials. If these programs will not be implemented within the county, then provide a brief explanation why they are not feasible.

Sec. 11538(1)(c) If recycling and/or composting is included in the Plan update, the
Sec. 11539(1)(c) following needs to be included in the discussion of the recycling program

on Page III-17 and Tables III-1 to III-6 on Pages III-18 through III- 23.

- * Kinds of materials that are or will be recycled or composted
- * Collection methods
- * Measures which will ensure collection such as ordinances and/or cooperative agreements
- * Ordinances or regulations affecting the program
- * Role of counties and municipalities in implementing the program
- * The involvement of existing recycling interests, solid waste haulers, and the community
- * Public and private sector involvement
- * How the county is meeting the State's waste reduction and recycling

goals.

■ **Page III-24 IDENTIFICATION OF RESOURCE RECOVERY MANAGEMENT ENTITIES**

Sec. 11539(1)(c)(vi) List all parties in the county that manage or have management responsibilities for recycling or resource recovery programs.

■ **Page III-25 PROJECTED DIVERSION RATES**

- Sec. 11539(1)(c)(i) Provide information on the amount and type of waste to be diverted from landfills and incinerators.
- Sec. 11539(1)(a)(ii) Identify available markets for collected materials. Additional information on the following seven subjects is required by statute. This information should be included in Appendix A.
- Sec. 11539(1)(a)(i) EXISTING MATERIALS AVAILABLE FOR RECYCLING
- Sec. 11539(1)(a)(i) EXISTING MATERIALS AVAILABLE FOR COMPOSTING
- Sec. 11539(1)(a)(iii) IDENTIFICATION OF IMPEDIMENTS TO RECYCLING
- Sec. 11539(1)(a)(vi) FEASIBILITY OF SEPARATION OF POTENTIALLY HAZARDOUS MATERIALS
- Sec. 11539(1)(a)(v) IDENTIFICATION OF BENEFITS OF RECYCLING
- Sec. 11539(1)(c) PROPOSED RECYCLING AND PROPOSED COMPOSTING
- Sec. 11539(1)(d) STATE'S WASTE REDUCTION AND RECYCLING GOALS

■ **Page III-26 EDUCATIONAL AND INFORMATIONAL PROGRAMS**

Rule 711(f)(iii)(D)

* List any training and educational programs including public education.

■ **Page III-27 TIMETABLE FOR IMPLEMENTING SELECTED SYSTEM**

Sec. 11538(1)(j) The Plan shall also include a timetable or schedule for implementing the Plan. Fill in Table III-7 on page III-27. A transition period to phase in the Plan is allowed but shall not exceed one year in length unless approved by the Director. However, this transition period will not be allowed to continue provisions from a previous Plan which result in non-compliance of Act 451.

■ **Page III-28 FACILITY SITING PROCEDURE**

Sec. 11538 (1)(h) The Plan must identify specific disposal sites with capacity for all the waste
Sec. 11538 (2) in the county needing disposal for at least five years. Additionally, if
Sec. 11538 (3) specific sites cannot be identified for the remainder of the ten-year planning
Rule 711(e)(iii)(B) period, the Plan update must include specific criteria that will guarantee
siting of necessary solid waste disposal areas for the subsequent ten-year
period.

Have specific sites been identified for five years?

Yes No

Have specific sites been identified for ten years?

Yes No

Sec 11512(2) If the Plan includes a procedure for siting new facilities, a proposed site must be found consistent with the approved Plan in order to obtain the necessary permits and licenses from the DEQ. Therefore, Plans with facility siting procedures must include a process which will be used to determine if a facility is consistent with the Plan.

AUTHORIZED DISPOSAL AREA TYPES

A county Plan may prohibit the siting of certain types of solid waste disposal facilities, as long as the county's solid waste disposal needs are met. List all the disposal area types which are not permitted to be sited by this Plan within the county. If a disposal area type is not listed, then that type may be sited. If the county is required to include a siting process for a Type II sanitary landfill to meet its capacity requirements, then the county may not exclude that disposal area type.

■ **Page III-28 SITE REVIEW PROCEDURES** (attach additional pages if necessary)

Identify the agency or person in the county who is to receive and review requests for consistency determinations with the Plan.

(1) Identify who or what agency in the county will receive the application.

Identify the minimal amount of information/materials which must be submitted as part of the application for a consistency determination. Be specific. If the county chooses to have the same information requirements for all disposal area types, then list the specific information/material requirements under "a. Landfills." Under "b. Other Part 115 facilities," refer the applicant to the requirements listed under "a." For example, the following are examples of types of information that have been requested of applicants/developers.

- Documentation of the following:

- * Possible source of the waste stream coming to the facility.
- * Existing or proposed permitted capacity of the facility and the potential for future expansion.
- * The apparent needs of the service area and how they will be met by the proposed development, including proposed recycling services.

- A written statement that:

- * The proposed development is consistent with proven technologies and with Part 115.
- * All haulers will be treated equitably and impartially.

- Information pertaining to the site:

* A map of the site with the following requirements:

- i. A scale of not more than one inch equals 100 feet.
- ii. Date, north point, and scale.
- iii. Dimensions of all lot and property lines for the subject property and all adjacent parcels.
- iv. Location of all existing structures on the subject property.
- v. Location of all existing access roads.
- vi. Location and right-of-way widths of all abutting roads.
- vii. Proposed boundaries of solid waste disposal areas.

* Locations of all residential dwellings within a one mile radius of the site.

* Location of all public and private water supplies within a one mile radius of the site.

* Estimated capacity of the site for solid waste disposal.

SITE REVIEW PROCEDURES continued

* A non-refundable application fee in an amount to be established by the county board(s) of commissioners.

Identify all the information which the county requires for its review process for all other Part 115 facilities that may be reviewed.

DETERMINATION OF CONSISTENCY

- (1) Identify who or what agency in the county will perform the consistency determination. This could be the DPA, with the final decision made by the solid waste planning committee. If a different person or agency will be doing the review or writing the letter of consistency, identify that person or agency.

For example: A county board may conduct the review instead of the DPA, or if a county board does not want to conduct the review, they may want to appoint a technical review committee consisting of the following persons or agency representatives or other designated representatives:

- County Road Commission Engineer
- County and/or Municipal Zoning Administrator
- County Soil Erosion and Sedimentation Control Agency
- Regional Solid Waste Planning Agency
- County Health Department
- Chief elected official of the host municipality or his/her designated representative.

The appointed committee may want to request assistance from other agencies as necessary. These agencies may include, but not be limited to, the local health department, the County Drain Commission, and Soil Conservation Service.

The Plan must include the process of how the applicant will be notified of the reviewer's findings. For example, the Plan may note that the applicant will be sent a written determination of consistency findings which will include the reasons and facts which support that decision. Additionally, the Plan must clearly state the time frame in which consistency reviews must be completed. The process must ensure that a determination is made by the designated entity based solely on the specified criteria within a reasonable, specified time period.

- (2) The Plan must also include which criteria or information will be used by the responsible party to determine if a proposed solid waste facility is consistent with the Plan. The Plan should also clearly note which facilities, such as Type II or Type III landfills, transfer stations, etc., will be evaluated against which criteria.

The county should consider the following major points along with specific conditions which may apply to the county:

- * Criteria must be specific and not subject to interpretation or discretionary acts.
- * The criteria must provide a reasonable, objective basis for evaluating potential sites so that needed facilities can be developed in a manner which will minimize negative environmental impacts and community disruptions.
- * The criteria must not permit arbitrary, discriminatory, or subjective decisions which would prevent the establishment of needed facilities. Instead, the siting process must be designed to ensure that valid local concerns and special local resources are adequately considered within specific objective criteria.

If desired, criteria can be divided into two categories: primary criteria and secondary criteria. Compliance with the primary criteria is mandatory. Exemptions from or variances from the requirements should not be allowed. Primary criteria represent minimum standards and cannot be compromised. Secondary criteria are somewhat flexible and require a technical review process before a recommendation on a particular site can be made. Secondary criteria often have points assigned through a matrix with a reasonable total point threshold being required for consistency. Secondary criteria can also be established as a means of choosing between competing proposals.

Examples of primary siting criteria may include, but are not limited to:

1. Minimum Isolation Distances
 - a. The active work area for a new disposal facility or the expansion of an existing disposal facility shall not be located closer than 500 feet from the adjacent property lines, road rights-of-way, or lakes or perennial streams, or closer than 1000 feet from domiciles existing at the time a developer applies to the county for a determination of consistency.
 - b. A sanitary landfill shall not be constructed within 10,000 feet of a runway of an airport licensed by the Michigan Aeronautics Commission existing at the time a developer applies to the county for a determination of consistency.

2. Floodplains and Wetlands

- a. A solid waste disposal facility shall not be located in the 100 year floodplain of any watercourse as defined by Rule 323.311 of the administrative rules of Part 31, Water Resources Protection, of Act 451, nor in wetlands as defined in Part 303, Wetlands Protection, of Act 451, unless a permit is issued. These sensitive sites are not suitable locations for landfills since they are subject to severe wetness and flooding and serve important functions in terms of groundwater recharge, fish and wildlife habitat, and vegetative cover.

3. Agricultural Lands

- a. Solid waste disposal facilities shall not be located on land enrolled under Part 361, Farmland and Open Space Preservation, of Act 451.

4. Sensitive Environmental, Historic, and Archaeological Areas

- a. Solid waste disposal facilities shall not be located in a designated historic or archaeological area as defined by the State Historic Preservation Officer (SHPO) or in areas that contain sensitive environmental conditions which, if lost or altered, will have an irreversible environmental impact.

5. Maximum Number of Operating Sanitary Landfills

- a. The county may determine if it wants to limit the number of facilities which it wants operating within its boundaries, as long as the minimum amount of capacity is maintained, and a certification of 66 months capacity has been adopted by the county BOC, and submitted to DEQ.

Examples of secondary siting criteria may include, but are not limited to:

1. Natural Site Characteristics
2. Accessibility
3. Proposed Disposal Capacity
4. Isolation Distance from Public Water Supplies
5. Future Land Use
6. Specific Local Considerations

SITE EVALUATION MATRIX

This is an example of a site evaluation process that assigns an importance weight factor to each secondary siting criteria. This process is based on the concept that the criteria are not equally important, and the criteria which have the greatest potential impact on the community should receive the highest importance values.

The proposed site is assigned a point value according to the parameters described in the selected

matrix. These parameters are intended to measure how well a site meets each of the criteria. The point value is then multiplied by the importance value for the criterion under consideration to obtain a score. The individual criteria scores are then added up to obtain a composite score for the site.

Identify in the Plan which criteria are selected, their importance value, the point value range (i.e., 1=low, 10=high), and the maximum possible points for each criteria and the total score. In addition, include the minimum score which must be obtained to have a site eligible for consideration.

Final determinations of consistency will be made by the DEQ Director as part of the construction permit application review after reviewing the local determination, if one is rendered [Sec. 11509(1), see 11510(2)(d), Sec. 11511(3) Rule 710(2)].

The county may also want to address any fees associated with county review and consistency determinations. If there are such fees, it should be noted in the Plan who will establish the fee structure and who will be responsible for payment of such fees and when such payment is due. Since fee structure changes may be necessary during the Plan update period, a specific amount may not want to be stated since a Plan amendment would then be necessary before such changes could be implemented. However, review fees must be reasonable in relation to the local review process.

Another example of determining consistency involves the development of a questionnaire format to assist with the consistency determination process. The questions cover the requirements of the Plan. The proposed facility is considered to be consistent with the Plan if all the answers required of the developer are affirmative.

HOST AGREEMENTS

Plans may not rely on negotiated host agreement approaches to meeting the Plan siting process requirements. However, recognizing that there can be mutual benefits to developers and host communities through negotiation of host agreements, the DEQ does encourage development of such agreements. If a county wishes to incorporate host agreement mechanisms into its siting process, it can only do so as an optional means of determining consistency. That is, the siting process can allow consistency to be determined through development of a host agreement so long as consistency can also be determined based on the statutorily required criteria based siting process in the absence of a host agreement. Host agreements can be developed outside of the Plan siting process as well but such agreements cannot be used to determine consistency.

Where host agreements will be used to determine consistency, they need to be sufficiently specific to allow the DEQ to evaluate an application for a construction permit against the agreement. Agreements should clearly identify the location, extent, type, and developer of the disposal area. Agreements cannot address issues which are specifically within the DEQ's permit/license authority such as engineering, environmental monitoring, or financial assurance.

EXAMPLE SITING PROCEDURE

This is an example of a siting procedure without secondary criteria that could be used to determine consistency of a proposed facility:

(1) Proposals for all new disposal areas must be found consistent with the criteria contained in this section before a determination of consistency may be issued. Proposals for a disposal area type not allowed by the Plan are automatically inconsistent with the Plan unless specifically added to the Plan through a properly approved Plan amendment.

(2) Solid waste facility siting proposals will be reviewed for consistency with the Plan by the designated planning agency and approved by the county solid waste planning committee according to the procedures outlined herein. A proposal that is declared to be consistent with the Plan shall become part of the Plan upon issuance of a construction permit by the DEQ.

(3) To initiate the review under this Plan, the facility developer shall submit the information required below to the county designated planning agency. A reasonable number of additional copies may be required at the discretion of the designated planning agency.

(4) Upon receipt of the application, the designated planning agency shall review the application for administrative completeness in accordance with the requirements listed in subparts (i)-(vi) below. If it is not complete, the developer shall be notified and given the opportunity to provide additional information to make the application complete. If no determination is made within 15 working days, the application shall be considered administratively complete.

(i) The application shall include a name, address, and telephone number for: the applicant (including partners and other ownership interests), the property owner(s) of the site, any consulting engineers and geologists that will be involved in the project, a designated contact person for the facility developer (if different than the applicant), and shall specify the type of facility being proposed.

(ii) The application shall contain information on the site location and orientation. This shall include a legal land description of the project area, a site map showing all roadways and principal land features within two miles of the site, a topographic map with contour intervals of no more than ten feet for the site, a map and description of all access roads showing their location, type of surface material, proposed access point to facility, haul route from access roads to nearest state trunkline, and a current map showing the proposed site and surrounding zoning, domiciles, and present usage of all property within one mile of the site.

(iii) The application shall contain a description of the current site use and ground cover, a map showing the locations of all structures within 1,200 feet of the perimeter of the site, the location of all existing utilities, the location of the 100 year floodplain as defined by Rule 323.311 of the administrative rules of Part 31, Water Resources Protection, of Act 451, as amended within 1,200 feet of the site, location of all wetlands as defined by Part 303, Wetlands Protection, of Act 451 within 1,200 feet of the site, and the site soil types and general geological characteristics.

(iv) The application shall contain a description of the proposed site and facility design. This shall consist of a written proposal including the final design capacity.

(v) The application shall contain a description of the operations of the facility and shall provide information indicating the planned annual usage, anticipated sources of solid waste, and the facility life expectancy.

(vi) If necessary to satisfy the requirements of criteria # xiv, a signed agreement indicating the willingness of the developer to provide for road improvements and/or maintenance.

(5) Within 45 days from the date the application is determined to be administratively complete, the designated planning agency shall complete the consistency review and make their recommendations to the county solid waste management planning committee who shall send the county's written final determination of consistency for the proposal to the applicant. To be found consistent with the Plan, a proposed solid waste disposal area must comply with all the siting criteria and requirements described in subparts (i)-(xiv) below.

(i) If the county where a disposal area is proposed to be located has 66 months of disposal capacity available for all waste generated in the county as demonstrated by a currently approved capacity certification, the county may, at its discretion, refuse to allow this siting procedure to be used.

(ii) The active work area for a new facility or expansion of an existing facility shall not be located closer than 500 feet from adjacent property lines, road rights-of-way, lakes, and perennial streams.

- (iii) *The active work area for a new facility or expansion of an existing facility shall not be located closer than 1,000 feet from domiciles or public schools existing at the time of submission of the application.*
- (iv) *A sanitary landfill shall not be constructed within 10,000 feet of a licensed airport runway.*
- (v) *A facility shall not be located in a 100 year floodplain as defined by Rule 323.311 of the administrative rules of Part 31, Water Resources Protection, of Act 451.*
- (vi) *A facility shall not be located in a wetland regulated by Part 303, Wetlands Protection, of Act 451, unless a permit is issued.*
- (vii) *A facility shall not be constructed in lands enrolled under Part 361, Farmland and Open Space Preservation, of Act 451.*
- (viii) *A facility shall not be located in a sensitive environmental area as defined in Part 323, Shorelands Protection and Management, of Act 451, or in areas of unique habitat as defined by the Department of Natural Resources, Natural Features Inventory.*
- (ix) *A facility shall not be located in an area of groundwater recharge as defined by the United States Geological Survey or in a wellhead protection area as defined by the United States Environmental Protection Agency.*
- (x) *A facility shall not be located in a designated historic or archaeological area defined by the state historical preservation officer.*
- (xi) *A facility shall not be located or permitted to expand on land owned by the United States of America or the State of Michigan. Disposal areas may be located on State land only if both of the following conditions are met:*
- a) Thorough investigation and evaluation of the proposed site by the facility developer indicates, to the satisfaction of the DEQ, that the site is suitable for such use.*
 - b) The State determines that the land may be released for landfill purposes and the facility developer acquires the property in fee title from the State in accordance with state requirements for such acquisition.*
- (xii) *Facilities may only be located on property zoned as agricultural, industrial, commercial, or other designation appropriate for solid waste disposal activity at the time the facility developer applies to the county for a determination of consistency under the Plan. Facilities may be located on unzoned property, but*

may not be located on property zoned residential.

(xiii) The owner and operator of a facility shall agree to cooperate with the county on all current and future recycling and composting activities.

(xiv) A facility shall be located on a paved, all weather "class a" road. If a facility is not on such a road, the developer shall agree to provide for upgrading and/or maintenance of the road serving the facility.

(6) If the facility developer does not agree with the consistency decision of the county solid waste planning committee or if no consistency determination has been rendered within 45 working days, the developer may request the DEQ to determine consistency of the proposal with the Plan as part of DEQ review of a construction permit application.

(7) If the proposal is found to be inconsistent with the Plan, the facility developer may provide additional information to address the identified deficiencies. The designated planning agency may only determine consistency on such a resubmittal in regards to the criteria originally found deficient.

(8) The final determination of consistency with the Plan shall be made by the DEQ upon submittal by the developer of an application for a construction permit. The DEQ shall review the determination made by the county to ensure that the criteria and review procedures have been properly adhered to by the county.

■ Page III-29 MANAGEMENT COMPONENTS

Sec. 11533(1)
Sec. 115381(1)(f)
Rule 711(f)

The Plan needs to include the management components which identify the management responsibilities and institutional arrangements necessary for the implementation of the selected waste management system. Also describe the technical, administrative, financial and legal capabilities of each identified existing structure of persons, municipalities, counties and state and federal agencies responsible for solid waste management including planning, implementation, and enforcement. Enforcement mechanisms are legal methods which guarantee compliance with the approved plan. They include contracts, intergovernmental agreements, laws, rules, ordinances or regulations. Enforcement mechanisms also include the use of local law enforcement authorities such as litigation or use of local police power.

Include a precise delineation of the assigned responsibilities. The following needs to be identified in this section:

- The gaps and problem areas in the existing management system which must be addressed to permit implementation of the Plan.

- A process for ensuring the ongoing involvement of and consultation with the regional solid waste management planning agency.
- A process for ensuring coordination with other related plans and programs within the county including, but not limited to, land use plans, water quality plans and air quality plans.
- A process for conducting training and educational programs.

■ **Page III- 30, 31 IDENTIFICATION OF RESPONSIBLE PARTIES**

The identification of the designated planning agency and the responsible parties will allow the DEQ and/or the public the opportunity to contact them regarding the Plan, its implementation, and enforcement. The identified entities must have accepted their role in the Plan and be able to conduct their responsibilities. Documentation of acceptance of responsibilities from all entities that will be performing a role in the Solid Waste Management Plan should be included in Appendix D, Attachments Section, of the Plan.

■ **Pages III-32-34 LOCAL ORDINANCES AND REGULATIONS**

Sec 11538(1)(f) Section 11538(8) of Part 115 states, "...an ordinance, law, rule, regulation, policy or practice of a municipality, county, or governmental authority created by statute, which prohibits or regulates the location or development of a solid waste disposal area, and which is not part of or not consistent with the approved solid waste management plan for the county, shall be considered in conflict with this act and shall not be enforceable." Court rulings on this section have extended its meaning to disposal area operations as well.

If the county wants to enforce any local regulations which affect solid waste disposal areas, the provisions of the local ordinances and regulations must be identified in the Plan update.

If any county or local regulation affecting the location, development, or operation of a solid waste disposal area, is to be included in this Plan, provide information as follows:

1. Identify the existing enforceable zoning restrictions within the county which would regulate disposal areas. Name the unit of government, each restriction and type of disposal area to which it applies, the legal authority for the restriction, and the manner in which the restriction is to be applied. If the zoning restrictions affect facility siting, they must also be included as criteria in the siting process, including specific measures for approval against each criterion.
2. Delineate the scope of other existing and future local authority recognized by the Plan in areas not

directly affecting disposal capacity.

An example of Plan language which could be utilized to allow local regulations is as follows:

Regulation meeting these qualifications may be adopted and implemented by the appropriate governmental unit without additional authorization from, or formal amendment to, the Solid Waste Management Plan. Allowable areas of local regulation include:

- 1. Certain ancillary construction details, such as landscaping and screening;*
- 2. Hours of operation;*
- 3. Noise, litter, odor and dust control;*
- 4. Operating records and reports;*
- 5. Facility security;*
- 6. Monitoring of wastes accepted and prohibited;*
- 7. Composting and recycling.*

If this type of authorization is to be included, it should be placed in Part 3 of this section on Page III-34 of the Plan format.

Once the Plan is approved, any additions to the Plan's list of incorporated local regulations can be made only by formal amendment or update of the Plan.

■ Page IV-1,2 CAPACITY CERTIFICATION PROCEDURE

Sec 11538(2), (3), (4)

This Section requires counties without ten years capacity identified in the Plan, to annually prepare and submit to the DEQ an analysis and certification of solid waste disposal capacity available to the county. The certification process is to be included as a part of the Plan and must examine the remaining disposal area capacity for solid wastes generated within the planning area. Existing waste stream volume reduction levels that can be demonstrated or can reasonably be expected to be achieved through currently active efforts may be assumed and used in calculating the needed disposal capacity.

This certification is required to be prepared and approved by the county BOC by June 30 of each year and submitted to the DEQ for approval. Failure to submit the annual certification is equivalent to a finding of less than the minimum 66 months of available disposal capacity and will result in the mandatory siting mechanism contained in the county Plan being activated. The law requires approval of this certification each year by the county BOC even if the county did not prepare the solid waste Plan. A submittal format prepared by the DEQ is included on the next page of this section in this guidance and will also be included with the standard Plan format for use in fulfilling this requirement. Additional materials may be submitted with the certification form, if appropriate.



ANNUAL COUNTY SOLID WASTE DISPOSAL CAPACITY CERTIFICATION

Section 11538(4) of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, requires all Counties in Michigan to prepare and submit to the Department of Environmental Quality (DEQ) by June 30 of each year a certification of the solid waste disposal capacity available to that County. Failure to adopt and submit the annual certification is equivalent to a finding that the County has insufficient disposal capacity and will require the interim siting mechanism of the County's approved solid waste management plan to be operative. Annual capacity certifications must be approved by the County Board of Commissioners. Evidence of the Board of Commissioners approval (a certified resolution or meeting minutes) must be submitted with this Certification. Submit the Certification annually to the address indicated at the end of this form by June 30.

PART I - SOLID WASTE GENERATION

	<u>Tons/Year</u>	<u>Conversion Factor</u>	<u>Yards³/Year</u>	<u>Compaction Factor</u>	<u>Yards³ Disposal/Year</u>
<u>Type II</u>					
-Municipal Solid Waste					
-Incinerator Ash					
-Commercial/Industrial					
-Other					
Total Type II					

Type III (if not included in Type II above)

-Low Hazard Industrial					
-Construct/Demolition					
-Other (explain)					
Total Type III					

Total Solid Waste

--	--	--	--	--

PART II - WASTE REDUCTION AND RECYCLING (Attach additional sheets, as necessary, and include in totals.)

<u>Type of Material</u>	<u>Tons/Year Collected</u>	<u>Tons to be Collected Next Year</u>	<u>Conversion Factor</u>	<u>Yds³ to be Diverted</u>
Total				



PART III - TOTAL WASTE NEEDING DISPOSAL

	<u>Column A</u> Yds ³ /Year Generated (from Part I)	<u>Column B</u> Yds ³ /Year Diverted (from Part II)	<u>Column C</u> Yds ³ /Year Disposed (Column A-Column B)
Type II			
Type III			
Total			

PART IV - DISPOSAL FACILITY CAPACITIES (all figures in cubic yards, last column in years)
(Attach extra sheets, as necessary, and include in totals.)

<u>Authorized Airspace</u>	<u>Amount Used to Date</u>	<u>Space Remaining</u>	<u>Space Used /Year</u>	<u>Remaining Capacity (Years)</u>
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Type II Facilities (list by name, indicate any restrictions on use)

In County:

Out of County:

Total Type II Capacity				
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Type III Facilities (list by name, indicate any restrictions on use)

In County

Out of County

Total Type III Capacity				
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Michigan Department of Environmental Quality, Waste Management Division

PART V - LIFESPAN DISPOSAL CAPACITY

Column A
Yds³ Generated/Year
(from Part III)

Column B
Yds³ Space Available
(from Part IV)

Column C
Years of Capacity
(Column B/Column A)

Type II			
Type III			
Total			

By June 30 of each year, submit this form, along with a certified copy of either a resolution or certified meeting minutes demonstrating approval of this certification by the County Board of Commissioners, to: Solid Waste Management Unit, Waste Management Division, Department of Environmental Quality, PO Box 30241, Lansing, Michigan 48909-7741.

■ **Page A-1 EVALUATION OF RECYCLING**

Sec. 11539(1) * Include how various factors do or may affect recycling or composting program. Factors include evaluation of existing solid waste collection systems, materials market, transportation networks, local composting and recycling support groups, institutional arrangements, population, and other pertinent factors.

* Identify impediments to implementing a recycling and composting program and recommended strategies for removing or minimizing impediments.

* How recycling and composting and other processing or disposal methods could complement each other and an examination of the feasibility of excluding site separated material and source separated material from other processing or disposal methods.

* Identification and quantification of environmental, economic, and other benefits that could result from the implementation of a recycling and composting program.

* The feasibility of source separation of materials that contain potentially hazardous components at disposal areas.

■ **Pages A-2-4 DETAILED FEATURES OF RECYCLING AND COMPOSTING PROGRAMS**

Sec. 11539(1)(a)(i) * Kinds and volume of material in solid waste stream that will be recycled or composted.

Sec. 11539(1)(c)(ix) EQUIPMENT SELECTION

Sec. 11539(1)(c)(xi) SITE AVAILABILITY AND SELECTION

Sec. 11539(1)(c)(xii) COMPOSTING OPERATING PARAMETERS

■ **Pages A-5-6 COORDINATION EFFORTS WITH RELATED PLANS & PROGRAMS**

Sec. 11533(2) Solid Waste Management Plans need to be developed and implemented with
Rule 711(f)(iii)(C) due regard for contiguous counties, local conditions, and the state and
federal regulatory framework for protecting public health and the quality of
the air, water and land. As required, briefly state the ways in which
coordination will be achieved to minimize potential conflicts with other
needs and programs.

EXAMPLE:

Ultimate responsibility for implementing the Solid Waste Management Plan rests with the county BOC as part of its duties of general governance. The BOC has charged the county planning commission (and/or staff of the _____ agency) to be cognizant of any pertinent ordinances or approved land use plans or wellhead protection plans within the county, and any pertinent restrictions or ongoing commitments contained in plans for air quality, water quality or waste management which may be required to meet state or federal standards. Any county-level decisions affecting current or anticipated programs for solid waste management, air quality, water quality or land use planning will be made only after thorough consultation with the county planning commission (or _____ [other appropriate entity]).

■ **Page A-7 COSTS AND FUNDING**

Sec. 11539.(1)(c)(vii)
Sec. 11539.(1)(c)(viii)
Rule 711(f)(iii)(F)

Identify costs and funding sources for composting and recycling programs. Additionally, identify costs and funding sources for all entities assigned management responsibilities under the Plan.

■ **Pages A-8-9 EVALUATION SUMMARY**

The selected system shall include the basis for selection, a summary of evaluation and ranking, advantages and disadvantages of the selected system for public health, economics, environmental effects, energy use, and siting problems.

Include somehow the concept "to what degree will the public accept the selected system and to what degree will the public meaningfully support the system through taxes, user fees, volunteer time, etc."

According to Part 115 Administrative Rules, the Solid Waste Management System Alternatives developed for the county must be evaluated and ranked on the basis of the following criteria:

- Technical Feasibility
- Economic Feasibility
- Access to Land and Transportation Routes
- Energy Consumption and Production
- Environmental Impacts
- Public Acceptability

Selection shall also be based on an evaluation of the following:

- Existing Solid Waste Collection, Management, Processing, Treatment, Transportation, and Disposal Problems by Type and Volume Including:
- Residential and Commercial Solid Waste
- Industrial Sludges
- Pretreatment Residues
- Municipal Sewage Sludge
- Air Pollution Control Residue
- Contaminated Site Cleanup Wastes
- Other Solid Wastes Excluding Hazardous Waste Regulated By Other Statutes

The Solid Waste Management System Selection Process, which includes an overall evaluation of the Solid Waste Management System Alternatives, can be found in the county's information repository(ies). If a ranking system was used, an explanation of how to use it can be found there.

■ **Page A-10 ADVANTAGES AND DISADVANTAGES OF THE SELECTED SYSTEM**

List the known advantages and disadvantages of the selected system.

APPENDIX B - NON-SELECTED SYSTEMS

■ Page B-1-5 NON-SELECTED SYSTEMS

(repeat for each non-selected alternative)

Rule 711(c) & (d)

Evaluate each non-selected solid waste management alternatives for the county as listed on page II-8. Address problems identified in the database section under Rule 711(c) and include the following solid waste management components:

- resource conservation including source reduction
- resource recovery including source separation, materials, energy, and markets
- volume reduction
- sanitary landfill
- collection
- transportation
- ultimate disposal area uses, including recreational potential
- institutional arrangements

Rule 711(e)

The proposed alternative systems shall be evaluated and ranked on the following:

- * technical feasibility for five- and ten-year periods
- * economic feasibility for five- and ten-year periods
- * access to land for five- and ten-year periods
- * access to transportation networks to accommodate the development and operation of solid waste transporting, processing, and disposal facilities for five- and ten-year periods
- * effects on energy for five- and ten-year periods, production possibilities and impacts of shortages on solid waste management systems
- * environmental impacts for five- and ten-year periods
- * public acceptability

APPENDIX C - PUBLIC PARTICIPATION

■ Page C-1 PUBLIC PARTICIPATION PROCESS

Identify which agency or person who will be the contact for information regarding host community negotiations.

Identify which agency or person who will be responsible for publishing the public notices.

■ Page C-2 PUBLIC PARTICIPATION

PUBLIC INVOLVEMENT PROCESS

Public participation is a vital element in the preparation of a Plan which will be acceptable to the county and provide the best selection of a waste management system.

Sec. 11535

Sec. 11538(1)(e) Complete the following checklist to ensure compliance with the Act/Rules.

Rules 706, 707, 711(g) Provide documentation in Appendix C as necessary.

- Opportunities for public participation were provided as required per act/rules

Yes No
- The DPA conducted a public participation program to encourage public and municipal participation and involvement in the development and implementation of the Plan. [Rule 706(1)]

Yes No
- The DPA maintained a mailing list of all municipalities, affected public agencies, private sector, and all interested persons who requested information regarding the Plan. [Rule 706(2)]

Yes No
- The DPA notified by letter, each chief elected official of each municipality and any other person so requesting within the county at least ten days before planning committee's public meeting. [SEC. 11535(c)]

Yes No
- Public meetings had time for questions and comments from the general public. [Rule 706(3)]

Yes No
- Public meetings were scheduled at convenient times for public. [Rule 706(4)]

Yes No
- The DPA held public meetings with planning committee at least quarterly during Plan preparation. [Rule 706(5)] (Meetings of the planning committee with DPA staff support fulfill this requirement.)

Yes No

Yes No The DPA maintained at least one central repository where all documents related to the Plan could be inspected by the public. [Rule 706(7)]

The DPA allowed a period of at least three months for review and comment on the proposed Plan following authorization by the planning committee for public review. A copy of the proposed Plan was sent to the Director, to each municipality, to adjacent counties and municipalities that may be affected by the Plan or which have requested the opportunity to review the Plan, and the designated regional solid waste management planning agency for that county. [Sec. 11535(d) Rule 707(3)]

Yes No All of these comments were submitted with the Plan to the governmental unit that filed notice of intent. [Sec. 11535(d), Rule 707(2)]

A notice was published at the time the Plan was submitted for review under Sec. 11535(d) as to the availability of the Plan for inspection or copying. [Sec. 11535(e)]

Yes No

The DPA held a public hearing on the proposed Plan during the public comment period. [Sec. 11535(f), Rule 707(3)]

Yes No

The DPA published notice in a paper with major circulation in the county not less than 30 days before such hearing, which included a location where the public could inspect copies of the Plan and the time and place of the public hearing. [Sec. 11535(f)]

Yes No

The DPA prepared a transcript, recording, or other complete record of the public hearing proceedings, and this record could be copied or inspected by the general public upon request after the public hearing. [Rule 707(3)]

Yes No

If necessary, the DPA revised the Plan in response to public hearing comments and then submitted the Plan to the planning committee. [Rule 707(4)]

Yes No

A listing of the meeting locations and dates, along with a copy of the dated notice as published in the newspaper is included in Appendix C.

Yes No

Record of attendance at public meetings included in Appendix C.

Yes No [Rule 711(g)(i)]

Record of citizen concerns and questions included in Appendix C.
Yes No [Rule 711(g)(ii)]

■ Page C-3 PUBLIC PARTICIPATION

PLANNING COMMITTEE'S APPOINTMENT PROCEDURE

Sec. 11534 State the county's procedure to be followed for appointments of individuals to serve
Rule 703 on the Solid Waste Planning Committee.

■ Page C-4 PUBLIC PARTICIPATION

PLANNING COMMITTEE STRUCTURE

Sec. 11534(2)
Rule 703

List names and the company, group or governmental entity represented.

Four representatives of solid waste management industry. (When possible, representatives should reside or conduct business within county.) Rule 105(j)

One representative must be from an industrial waste generator:

Two representatives from environmental interest groups. (Representatives shall be from organizations that are active within the county.) Rule 102(o)

One representative from county government. (All government representatives shall be elected officials or designee of elected official.)

One representative from township government:

One representative from city government:

One representative from regional solid waste planning agency:

Three representatives from general public. (Representatives shall reside within county.) Rule 103(e)

The planning committee has many responsibilities in the preparation and adoption of the county or regional Plan. It is important that the committee follows the requirements of Part 115 and its rules due to the potential legal implications that may result if the Plan is not prepared, implemented and enforced adequately and properly.

Committee annually elected chairperson. [Sec. 11534(3)]

Yes No

Committee established procedures for conducting its activities and for reviewing matters to be considered by the committee. [Sec.11534(3)]

Yes No

■ Page D-1 ATTACHMENTS

Provide a brief discussion of how the county intends to implement the Plan and attach documentation from the entities assigned responsibilities under the Plan of their acceptance of those responsibilities.

Attach documentation from BOCs of involved counties if a municipality desires to be included in an adjacent county's Plan update.

Attach documentation provided by solid waste disposal area owners or operators to confirm that the county has access to the capacity listed in the database.

Attach copies of any inter-county waste flow agreements that have been negotiated and signed by the participating counties.

Attach any list of special conditions affecting import/export of solid waste.