

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Solid Waste Program
17 State House Station
Augusta, Maine 04333-0017
Telephone: (207) 287-2651

**NOTIFICATION OF SITE CLOSURE FOR A SOLID WASTE
TRANSFER STATION, STORAGE FACILITY, OR PROCESSING FACILITY**

Use this form to notify the Department that you intend to close a solid waste transfer station, storage facility, or processing facility at least 90 days prior to the proposed date of cessation of use. See Department Regulations Chapter 402, section 4.S or Chapter 409, section 4.I for applicable closure standards. The Department will review your closure plan and contact you if further information is needed. Once closure is completed, you may apply to the Department to surrender this facility license. If the Department approves your request to surrender the license, you will no longer be required to pay annual license fees for this facility.

PLEASE TYPE OR PRINT

DEP License #S- _____

DEP Project Manager: _____

Licensee Name: _____

Agent/Consultant Name: _____

Telephone: _____

Telephone: _____

Mailing Address: _____

Mailing Address: _____

Street Address: _____

Street Address: _____

Town: _____ State: ____ Zip: _____

Town: _____ State: ____ Zip: _____

SIGNATURE OF LICENSEE

By signing this notification, the licensee certifies that he or she has: (1) filed a complete copy of this notification in the municipal office of the municipality in which the project is located, (2) reviewed the instructions contained in this form, and (3) reviewed the appropriate state laws that relate to the proposed project.

I certify under penalty of law that I have personally examined the information submitted in this document and all attachments thereto and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the information is true, accurate, and complete. I authorize the Department to enter the property that is the subject of this notification, at reasonable hours, including buildings, structures or conveyances on the property, to determine the accuracy of any information provided herein. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

DATE: _____

NAME: _____

(Licensee)

TITLE: _____

(If other than licensee, attach letter of agent authorization.)

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INSTRUCTIONS

1. Applicable Regulations: Please refer to Department Regulations Chapter 402, section 4.S or Chapter 409, section 4.I as applicable when preparing this notification.
2. Help: If you have any questions, please contact the DEP Solid Waste Program staff in your nearest DEP Regional Office. If you are not sure whom to contact, contact the Augusta Office at (207) 287-2651.
2. Optional Meeting. Licensees proposing to close a transfer station or processing facility are encouraged to contact the DEP staff to decide whether a meeting would be useful in preparing your proposal. The meeting can help avoid unnecessary expense and processing delays.
3. Fill out the notification completely. Incomplete notifications will be returned, causing unnecessary delays in the review process. All work to support the closure of the facility must be undertaken by qualified individuals. Any reports, plans or other materials submitted in support of the notification must bear the signature and, if appropriate, the seal of the individual who supervised the drafting of each document. Any plans should be folded to size 8½" x 11".
4. Send the notification, along with any attachments to:

Attn: ATS Coordinator
Bureau of Remediation and Waste Management
Maine Department of Environmental Protection
17 State House Station
Augusta, Maine 04333-0017
5. Local Notification: Send one complete copy of the notification (and any amendments that are subsequently submitted) to the Municipal Office of the town within which the project is located. If the project is located in an unorganized area, send the notification to the appropriate Office of the County Commissioners and the Maine Land Use Regulation Commission, 22 State House Station, Augusta, Maine 04333-0022. The notification must be filed in the municipal office or at the County Commissioners Office and LURC at the time of filing with the DEP.
6. Keep a copy of the completed notification for your files. This copy will be helpful in speeding up communications with the DEP staff if any questions arise during the review of the project.
7. Request to surrender a license. Once you have completed closure to the standards required by the Solid Waste Management Regulations, you may submit a request to the Department to surrender the facility license. Once this request is approved, you will no longer need to pay annual facility license fees to the Department.

