



ADMINISTRATIVE COMPLETENESS CHECKLIST

HAZARDOUS WASTE INITIAL AND RENEWAL PERMIT APPLICATIONS

Indicate Page#(s) Found	The following items must be included to be deemed administratively complete. To facilitate timely review and avoid the necessity for requests of additional information, please complete and include this checklist with application request.
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_____ **Permittee shall submit an application fee worksheet.**
(Fees are assessed subsequent to receipt of the application.)
LAC 33:V.5109, 5111, 5139, and 5145 as applicable

_____ **Applicant shall submit a complete permit application using the current Hazardous Waste Permit Application Workbook (<http://deq.la.gov/page/hazardous-waste>)**

- **Part I (EPA Part A Form)**
LAC 33:V.515
- **Part II (applicable regulations addressed in RCRA Permit Application Workbook)**
LAC 33:V.516, 517, 519, 520, 521, 523, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, and 536

_____ **INITIAL PERMITS ONLY: Applicant shall submit all requirements of Chapter 4 for initial, proposed, or nonexistent commercial treatment, storage, and disposal (TSD) facilities.**
(Initial permits only)
LAC 33:V.401, 403, 405, 407, and 409

_____ **Applicant shall submit an Environment Assessment Statement (“I.T. questions”) addressing items in LA R.S. 30:2018.B.(1)-(3).**
[Only for: Initial or Renewal Operating Permits with significant changes— change(s) that would be considered a Class 3 modification. (See checklist for HAZARDOUS WASTE RENEWAL PERMIT with CLASS 3 MODIFICATION APPLICATION) Post closure/ corrective action permits initial/renewals do not require Environmental Assessment Statement (R.S. 30:2018.E.(3)-(4)).]

_____ **Applicant shall submit proof of pre-application public meeting summary and all other information required.**
LAC 33:V.708.A.3 [Only for: Initial Operating Permits]

_____ **Applicant shall submit proof of public notices of pre-application meeting at least 30 days prior to the meeting.**
LAC 33:V.708.A.4 [Only for: Initial Operating Permits]

_____ **Applicant shall submit five copies of the application to LDEQ.**
LAC 33:V.303.O [NOTE: All facilities in Calcasieu Parish must submit six (6) copies to LDEQ.]

_____ **Applicant shall submit a completed 1701 addendum**
LAC 33:I.1701 - <https://www.deq.louisiana.gov/assets/docs/Forms/PDF-1701-Addendum-06.pdf>

_____ **Applicant shall submit proof of registration with the Secretary of State (if needed for 1701 addendum).**
LAC 33:I.1701 – <https://sos.louisiana.gov>