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**ADMINISTRATIVE COMPLETENESS CHECKLIST**

**SOLID WASTE PERMIT APPLICATION (INITIAL OR RENEWAL)**

|  |  |
| --- | --- |
| Indicate location by page number(s) | The following items must be included to be deemed administratively complete. To facilitate timely review and avoid the necessity of requests for additional information, please complete and include this checklist with the application. |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Five paper copies of the application submitted (If the facility is located in Calcasieu Parish, submit six (6) copies.)**

*LAC 33:VII.513.C.2.a*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Application form(s) - check all Types that apply**

*LAC 33:VII.513.C.2.a*

 [ ]  I / II landfill [ ]  I / II surface impoundment [ ]  III separation and woodwaste processing

 [ ]  I-A / II-A processing [ ]  III C&D/woodwaste landfill [ ]  III composting

 <http://deq.louisiana.gov/resources/category/solid-waste?y=1900&keyword=application>

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Capacity Evaluation.** *LAC 33:VII.513.B.1 (see* ***Attachment 56*** *of the application form. The document in the attachment should show proof of prior submittal to the LDEQ; i.e., it should be date/time stamped.)*

**Does not apply to: Type I facilities who are not accepting waste from off-site** *(LAC 33:VII.513.B.10)***; renewal applications that are also major modifications, if there is no physical expansion** *(LAC 33:VII.513.B.11)***; closure permit and general permit applications** *(LAC 33:VII.513.B.12)***, and; Type I-A, Type II-A, Type I/I-A or Type I-A/II-A facilities** *(LAC 33:VII.513.B.13)***.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Local Zoning.** *LAC 33:VII.513.B.2*

**Does not apply to: Type I facilities who are not accepting waste from off-site** *(LAC 33:VII.513.B.10)***; renewal applications that are also major modifications, if there is no physical expansion** *(LAC 33:VII.513.B.11)***; closure permit and general permit applications** *(LAC 33:VII.513.B.12)***; and; Type I-A, Type II-A, Type I/I-A or Type I-A/II-A facilities** *(LAC 33:VII.513.B.13)***.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Proof of emergency response plan approval from the Louisiana State Fire Marshal**

*LAC 33:VII.513.B.3-5 (see* ***Attachment 20*** *of the application form)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Proof of Publication of intent to submit application (must be within 45 days of submission of application) in both the official state journal and a major local newspaper of general circulation.**

*LAC 33:VII.513.B.****7*** *(see* ***Attachment 1*** *of the application form)*

 **Application review fee**

**[ ]** *For Type I, I-A, II, and II-A facilities, see LAC 33:VII.1501.A for the current fee amount OR*

**[ ]** *For Type III facilities, see LAC 33:VII.1501.B for the current fee amount*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Information required by LAC 33:I.1701**

 *LAC 33:I.1701.C (see* ***Section 6.A*** *of the application form)*

 *LAC 33:I.1701.D.1 (see* ***Section 6.C*** *and* ***Attachment 4*** *of the application form)*

*LAC 33:I.1701.D.2 (see* ***Section 6.B*** *of the application form)*

 <http://www.sos.la.gov/Pages/default.aspx>

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Environmental Assessment Statement – Responses to “I.T. questions” *(Initials and Renewals with Major Modifications only)***

*LAC 33:VII.519.B.9 (see* ***Attachment 57*** *of the application form)*