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**ADMINISTRATIVE COMPLETENESS CHECKLIST**

**SOLID WASTE PERMIT MODIFICATION REQUEST (MAJOR OR MINOR)**

Indicate The following items must be included to be deemed administratively complete.

Page#(s) To facilitate timely review and avoid the necessity for requests of additional

Found information, please complete and include this checklist with application request.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Five paper copies of the application submitted (If the facility is located in Calcasieu Parish, submit six (6) copies.) (For minor modifications, only four paper copies are required)**

*LAC 33:VII.517.A.1.a*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Summary of the details of the proposed modification**

 *LAC 33:VII.517.A.1 (See* ***Section 2.G*** *of the application form)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Application form(s) - check all Types that apply (Must complete at least Sections 1-9)**

 *LAC 33:VII.517.A.1.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: minor modifications; Type I facilities who are not accepting waste from off-site** *(LAC 33:VII.513.B.10)***; major modifications, if there is no physical expansion** *(LAC 33:VII.513.B.11)***; closure permit and general permit modifications** *(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: minor modifications; Type I facilities who are not accepting waste from off-site** *(LAC 33:VII.513.B.10)***; major modifications, if there is no physical expansion** *(LAC 33:VII.513.B.11)***; closure permit and general permit modifications** *(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 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. (Only if this is a Major Modification for physical expansion)**

*LAC 33:VII.513.B.****7*** *and 517.A.1.a (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.C for the current fee amount OR*

**[ ]**  *For Mandatory Modifications, see LAC 33:VII.1501.C for the current fee amount OR*

**[ ]**  *For Type III facilities, see LAC 33:VII.1501.D 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” (Only if this is a Major Modification)**

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