



Texas Commission on Environmental Quality

Notice of Intent to Operate a Low-Volume Transfer Station

Who Should Use This Form

Use this form to notify the Texas Commission on Environmental Quality (TCEQ) of your intent to operate a low-volume transfer station. This notification is required by Title 30 Texas Administrative Code (30 TAC) Chapter 330, Section 330.11(f). Low-volume transfer stations are required to be located in an unincorporated region not within the extraterritorial jurisdiction of a city.

Submit an original and a copy of this form and completed Core Data Form 90 days prior to commencement of operations to Municipal Solid Waste Permits Section MC 124, TCEQ, P.O. Box 13087, Austin, TX 78711-3087; send another copy directly to the TCEQ regional office <www.tceq.texas.gov/goto/region> and any local pollution control agency for your area. The Core Data Form and instructions are available at <www.tceq.texas.gov/goto/coredata>. If you have any questions about this form, contact the Municipal Solid Waste Permits Section at (512) 239-2335.

Facility Information (must match regulated entity information on Core Data Form)

Facility Name: _____

Physical Address: _____

City: _____ State: _____ Zip code: _____ County: _____

Provide directions to the site from the nearest U.S or state highway:

Applicant Information (must match customer information on Core Data Form)

Applicant's Name: _____

Title: _____

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Email: _____

Property Owner Information

Is the property owner different from the applicant? Yes No

If yes, please attach a completed Core Data Form for the property owner.

Coordination Requirements

In accordance with 30 TAC §330.11(f), the applicant must:

1. Coordinate with the county authority to ensure compliance with appropriate ordinances.
2. Notify adjacent landowners by first-class mail of the intention to operate a Low-Volume Transfer Station.

Provide as an attachment proof of coordination and notifications.

Facility Operations

Provide the expected start date for receipt of waste at the facility: _____

Indicate the frequency of waste removal (collected waste must be sent off site at least once per week in accordance with 30 TAC §330.11(f)(4)): _____

Provide the name and TCEQ municipal solid waste (MSW) authorization number for the landfill or transfer station where waste will be taken.

Facility Name: _____ MSW Number: _____

Describe how waste will be received, screened, stored, and removed:

Waste Types

Check all waste streams that will be accepted; if additional wastes are to be accepted, check "Other" and describe.

- Household waste Yard waste Other-Describe:
 Furniture Brush

Waste Containers

Indicate types of containers that will be used at the facility:

- Reusable containers Non-reusable containers

Indicate how containers will be handled:

- Mechanically handled Manually handled

Indicate the number of waste containers on site: _____

Total capacity of all containers on site: _____ Cubic Yards Tons Pounds
(waste storage at any time must not exceed 40 cubic yards)

Closure Plan

In accordance with 30 TAC §330.21, owner or operator must perform closure activities as soon as the facility ceases to accept waste. The owner or operator will initiate closure activities as specified by 30 TAC Subchapter K. If there is evidence of a release from a municipal solid waste unit, the executive director may require an investigation into the nature and extent of the release and an assessment of measures necessary to correct an impact to groundwater.

The owner or operator will perform the following:

1. Remove all waste, waste residues, and any recovered materials. Facility units shall be either dismantled and removed off-site or decontaminated.
2. Evacuate all material on-site to an authorized facility and disinfect all areas.

Provide any additional procedures as needed:

Required Attachments

Core Data Form(s)	Attachment _____
City or County Roadway Map with site shown and labeled	Attachment _____
Facility Operations (attach additional page if needed)	Attachment _____
Adjacent property owners list with mailing addresses	Attachment _____
Proof of adjacent landowners notified by first class mail	Attachment _____
Documentation of coordination with local county officials	Attachment _____

Applicant's Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Printed name of applicant, or other person authorized to sign: _____

Title: _____

Signature: _____

Date: _____

Notary Public's Certification:

Subscribed and sworn to before me, by the said _____

On this _____ day of _____, _____

My commission expires on the _____ day of _____, _____

Notary Public in and for

_____ County, Texas.

(Note: Application Must Bear Signature & Seal of Notary Public)