

**TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)**

**REQUEST FOR APPROVAL OF TEMPORARY DEBRIS MANAGEMENT SITE  
FOR DEBRIS RESULTING FROM DECLARED STATE OR FEDERAL DISASTER**

**REQUIREMENTS:**

- The owner of the property should submit this request to temporarily store debris to the appropriate TCEQ Regional Office: <http://www.tceq.texas.gov/about/directory/region/reglist.html>. Material stored for longer than the approval period may be considered solid waste and the site may be subject to permitting requirements and Texas Administrative Code (TAC) Chapter 330 rules, including providing financial assurance for the site.
- Requests may be submitted prior to a disaster; however, the owner or operator of the property may not store or process debris on the site until a state or federal declared natural disaster occurs. Once the owner or operator of the property decides to use the site, notice must immediately be made to the local TCEQ Regional Office. **If this request is submitted prior to a declared disaster, the owner/operator must resubmit this form to the TCEQ once a disaster has been declared to confirm the site General Conditions.**
- **IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO MEET ALL GENERAL CONDITIONS AT THE TIME OF USE.** This notice does not allow any activity that creates or contributes to a nuisance condition and only applies to the management of debris generated by a declared natural disaster.

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**NAME OF DECLARED DISASTER:** \_\_\_\_\_  
**(To be updated during site activation notification)**

**REQUESTING AUTHORIZATION FOR A (Check all that apply):**

Staging/Stockpiling Site    Emergency Burial Site    Emergency Burn Site    Wood Chipping Site

**SITE INFORMATION:**

Site Name: \_\_\_\_\_

Site Address: \_\_\_\_\_

Location and/or Directions to Site: \_\_\_\_\_

Nearest City: \_\_\_\_\_ County: \_\_\_\_\_

Site Lat/Long (in digital degrees to 5 decimal places): \_\_\_\_\_

Site Legal Description: \_\_\_\_\_

**SITE OWNERSHIP INFORMATION:**

Site Ownership (Check one):  Local Government    State or Federal Government    Private Landowner

Site Owner Name: \_\_\_\_\_

Site Owner Address: \_\_\_\_\_

Site Owner Phone: \_\_\_\_\_ Site Owner E-Mail: \_\_\_\_\_

Approximate Size of Property: \_\_\_\_\_

**REQUESTOR INFORMATION (If different from property owner):**

Requestor Name: \_\_\_\_\_ Title: \_\_\_\_\_

Requestor Company Name: \_\_\_\_\_

Requestor Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Requestor Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Requestor Affiliation to Site: \_\_\_\_\_

Requestor Contact Person/Project Manager Name (If different): \_\_\_\_\_

Requestor Contact Person/Project Manager Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**SITE CONTRACTOR INFORMATION:**

Site Contractor Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Site Contractor Address: \_\_\_\_\_

Site Contractor Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_



**(Applicants Do Not Modify Beyond This Point)**

**GENERAL CONDITIONS**

**FOR APPROVAL OF TEMPORARY DEBRIS MANAGEMENT SITES  
FOR DEBRIS RESULTING FROM DECLARED STATE OR FEDERAL DISASTER**

**All Sites:**

- Approval is for 90 days from the date of the declared state or federal disaster.
- Notification **MUST** be made to the local TCEQ Regional Office for your area prior to site use: <http://www.tceq.texas.gov/about/directory/region/reglist.html>
- Consult with the local TCEQ Regional Office for additional guidance.
- Contact the TCEQ Regional Office for your area for additional approvals or extensions to the approved period.
- You must have local government approval.** Provide written documentation of local government approval.
- Ensure that site is located above the 100-year floodplain, or has an authorization from the local floodplain administrator. (The floodplain map used for locating the site must be from an original Flood Insurance Rate Map prepared by FEMA, a copy of the Flood Prone Area Map prepared by the U.S. Geological Survey or an equivalent constructed map that depicts the limits and elevations of any 100-year floodplain on or adjacent to the proposed site).
- Ensure that site is located outside any known wetlands.
- Ensure that site is located at least ¼ mile from a public or private water supply (surface or ground).
- Ensure that site is a minimum of ¼ mile from any known caves, springs, and streams.
- Debris shall be separated into piles no larger than 4,000 cubic yards.
- If the site will receive any putrescible waste that may attract birds, it must be located at least 5,000 feet from any airport runway used only by piston-engine aircraft, or within 10,000 feet of any airport runway used by turbojet aircraft, except as may be approved by the United States Federal Aviation Administration.
- Any hazardous materials, asbestos, and PCBs must be separated and disposed of appropriately.
- 24-hour control of the site must be maintained to prevent unauthorized disposal at the site.
- Refer to the following FEMA websites for requirements for FEMA reimbursement:  
Public Assistance Grant Program: <https://www.fema.gov/public-assistance-policy-and-guidance>  
Debris Management Guide: <https://www.fema.gov/pdf/government/grant/pa/demagde.pdf>
- If material is stored for longer than the approved period, it may be considered solid waste and the site may be subject to permitting requirements and TAC Chapter 330 Rules. No debris may be brought to the site prior to a declared disaster. All conditions in this document shall be met at the time of use. TCEQ personnel will be periodically monitoring these sites and any deviation from this approval (without prior authorization) can lead to possible regulatory actions.**

**Staging/Stockpiling Sites ONLY:**

- Provisions must be in place to separate for proper disposal according to guidance provided by the local TCEQ Regional Office, to ensure that prohibited wastes such as batteries, used oil or oil filters, tires, appliances containing CFCs (such as refrigerators or air conditioners), bulk liquids, PCBs, or industrial hazardous wastes are not shipped to a Municipal Solid Waste (MSW) landfill.
- Items such as electronics, white goods, paints/solvents, plastics, insulated wire, asbestos materials, aerosol or pressurized containers, and other household hazardous wastes should be segregated to ensure proper disposal.

**Emergency Burning Sites ONLY:**

- Provide written notification to the TCEQ office for your area prior to burning (e-mail notification is acceptable).
- The County Judge **MUST** have received authorization from TCEQ for the burning of debris.
- Only vegetative debris and clean wood are authorized to be burned (wood that has not been painted, stained, laminated or treated with a preservative such as creosote, metals, pesticides, fungicides or other compounds).

- Provisions must be in place to exclude the burning of putrescible waste, treated wood, tires, electronics, white goods, paints/solvents, plastics, insulated wire, batteries, appliances, asbestos materials, aerosol or pressurized containers, and other household and non-household hazardous waste.
- Burning site should be located at least 300 feet from the nearest property line and other structures.
- Burning is authorized only during daylight hours.
- Materials to be burned should be reasonably dry to prevent excessive smoke.
- If the burning activity causes nuisance conditions or a traffic hazard, the burning activity must be immediately halted.
- No burning activity can occur on a closed landfill.
- Any burn or debris residue will either be disposed of in a landfill which has a current TCEQ permit, used for beneficial use, or buried in the trench at the time of the burn. Residue buried in the trench will have to be deed recorded in accordance with municipal solid waste regulations. Any beneficial use of ash must be approved by the local TCEQ Regional Office for agricultural amendments. Ash cannot be used on soils impacted by salt water.

**Vegetative Debris Chipping and Mulching Sites ONLY (for units of local, state or federal government):**

- Chipping and mulching of all vegetative debris will be located at least 50 feet from the nearest property line and other structures. Any beneficial use of mulch or wood chips must be approved by the local TCEQ Regional Office for agricultural amendments. Wood chips and mulch cannot be used on soils impacted by salt water.
- Fire suppression measures have been implemented and coordinated with the local fire marshal.

I have read and agree to comply with the conditions of this document.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Affiliation: \_\_\_\_\_

**IMPORTANT NOTE: If this request is submitted prior to a declared disaster, the owner/operator must resubmit this form to the TCEQ once a disaster has been declared to confirm the site General Conditions.**