

Format of the Hazardous Waste Permit Application and Instructions (30 TAC Chapter 305 and 40 CFR Part 270)

Use this application format for preparing hazardous waste permit applications. The format is designed to follow the Part A and Part B application forms, and the Part B electronic checklist. The format includes all sections of the Part A and Part B application forms, however, depending on the permit application type (i.e., new, renewal, modification, amendment, commercial, non-commercial, on-site, off-site) and the permit unit type (e.g., tanks, containers, landfills, combustion units, etc.), some sections may not be applicable to your application.

Refer to the Part A and Part B permit application instructions, Part B electronic checklist, and pertinent rules for the applicability of each section to your application. For sections and related texts, tables and appendices that are not applicable to your facility, indicate "Reserved".

This format, as well as other related documents and pertinent rules, are available on the TCEQ website. The application format document may be accessed at:

https://www.tceq.texas.gov/permitting/waste_permits/iHW_permits/iHW_permit_forms.html.

For more information, please contact the Industrial and Hazardous Waste Permits Section at iHWper@tceq.texas.gov or (512) 239-2335.

Physical Format:

Use the latest version of application forms and tables.
Submit in three-ring binders.

- Binder Cover showing:
 - Name of the facility
 - IHW number [if known]
 - SWR number [if applicable]
 - Name of the Operator or Permittee
 - Location by city and county
 - Date of document and, if appropriate, the number and date of revision (i.e. Revision #; month & year)
 - Volume number
- Binder Content:
 - Table of contents with page numbers for each volume, section, appendix, attachment, etc.
 - Use dividers and tabs
 - Page number, revision number and revision date (i.e. Revision #; month, day & year)
 - Provide narrative text on 8-1/2" by 11" white paper
 - Provide drawings or other sheets no larger than 11" by 17", unless otherwise appropriate

Use the following format to prepare Part A and Part B permit applications.

Part A: Section I – General Information

Part A Application Form, Section I

Appendix I – General Information

- I.D.2. – Attachment A
- I.H. – Core Data Form

Section II – Facility Background Information

Part A Application Form, Section II
Appendix II – Facility Background Information

- II.B. – Attachment B

Section III – Wastes and Waste Management

Part A Application Form, Section III
Appendix III – Wastes and Waste Management

- Table III-1
- Table III-2
- III.C.1. – Attachment C
- III.C.2. – Attachment D
- III.D. – Attachment E

Section IV – Index of Attachments

Part A Application Form, Section IV

Part B:

Section I – General Information

Part B Application Form, Section I
Appendix I – General Information

- I.D.6. – Description of requested changes
- I.G. – Lists of State and Local Officials, and Adjacent Landowners
- I.H. – Core Data Form

Section II – Facility Siting Criteria

Part B Application Form, Section II
Appendix II – Siting Information

- Site Selection Report
 - Text, tables, drawings, and calculations

All applicable items must be signed, sealed, and dated by a Texas Professional Geoscientist, including firm registration number [30 TAC 305.50 and Texas Geoscience Practice Act]

- II.A. – Requirements for Hazardous Waste Facility Units
 - Sources of information
- II.F. – Flooding
 - Text, maps, sources of information
- II.G. – Additional Information

- Text, maps

Section III – Facility Management

Appendix III.A. – Compliance History and Applicant Experience

- Text

Appendix III.B. – Personnel Training Plan

- Text

Appendix III.C. – Facility Security

- Text

Appendix III.D. – Inspection Schedule

- Text
- Table III.D.

Appendix III.E. – Contingency Plan

- Text
- Tables III.E.1., III.E.2., III.E.3.

Appendix III.F. – Emergency Response Plan

- Text

Section IV – Wastes and Waste Analysis

Appendices IV.A.-IV.C. – Wastes and Waste Analysis Tables

- Table IV.A.
- Table IV.B.
- Table IV.C.

Appendix IV.D. – Waste Analysis Plan

- Text

Section V – Engineering Reports

All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
Appendix V.A. – General Engineering Report

- Text, drawings, maps, and calculations

Appendix V.B. – Container Storage Areas Engineering Report

**Provide a stand-alone Engineering Report for each container storage area.
Provide the following information.**

- Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
- Table V.B.

Appendix V.C. – Tanks and Tank Systems Engineering Report

- **Provide a stand-alone Engineering Report for each tank, tank's secondary containment, and associated ancillary equipment. Note: for multiple tanks with similar (footnote) design, operation, and process flow, located within a common secondary containment, a common engineering report may be provided. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.

Appendix V.D. – Surface Impoundments Engineering Report

- **Provide an Engineering Report for each surface impoundment. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
 - Tables V.D.1., V.D.6.

Appendix V.E. - Waste Piles Engineering Report

- **Provide a stand-alone Engineering Report for each waste pile. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
 - Tables V.E.1., V.E.3.

Appendix V.F. – Land Treatment Units Engineering Report

Provide a stand-alone Engineering Report for each land treatment unit. Provide the following information.

- Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
- Tables V.F.1., V.F.2., V.F.3.

Appendix V.G. – Landfills Engineering Report

- **Provide a stand-alone Engineering Report for each landfill. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
 - Tables V.G.1., V.G.3., V.G.4.

Appendix V.H. – Incinerators Engineering Report

Provide a stand-alone Engineering Report for each incinerator.

Note: for multiple incinerators with identical design, operation and process flow, a common engineering report may be provided. Provide the following information.

- Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
- Tables V.H.1., V.H.2., V.H.3, V.H.4., V.H.5., V.H.8.

Appendix V.I. – Boilers and Industrial Furnaces (BIF) Engineering Report

Provide a stand-alone Engineering Report for each BIF.

Note: for multiple BIFs with identical design, operation and process flow, a common engineering report may be provided. Provide the following information.

- Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
- Tables V.I.1., V.I.2., V.I.3, V.I.4., V.I.5., V.I.8.

Appendix V.J. – Drip Pads Engineering Report [as applicable]

- **Provide a stand-alone Engineering Report for each drip pad. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
 - Tables V.J.1., V.J.2.

Appendix V.K. – Miscellaneous Units Engineering Report

- **Provide a stand-alone Engineering Report for each miscellaneous unit. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]
 - Table V.K.

Appendix V.L. – Containment Buildings Engineering Report

- **Provide a stand-alone Engineering Report for each containment building. Provide the following information.**
 - Text, design specifications, design calculations, design drawings, operational procedures, maps, etc.

- All applicable items must be signed, sealed, and dated by a Texas Professional Engineer, including firm registration number [30 TAC 305.50 and Texas Engineering Practice Act]

- Table V.L.

Section VI – Geology Report

State “Reserved” if Geology Report is not applicable to your facility, or provide a Geology Report appropriate for your facility.

Appendix VI.A. – Geology and Topography

- Text, calculations, cross-sections, boring logs, well reports, designs, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Geoscientist, including firm registration number [30 TAC 305.50 and Texas Geoscience Practice Act]

Appendix VI.B. – Facility Groundwater

- Text, calculations, cross-sections, boring logs, well reports, designs, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Geoscientist, including firm registration number [30 TAC 305.50 and Texas Geoscience Practice Act]
 - Tables VI.B.3.b., VI.B.3.c.

Appendix VI.C. – Exemption from Groundwater Monitoring for an Entire Facility

- Text, calculations, cross-sections, boring logs, well reports, designs, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Geoscientist, including firm registration number [30 TAC 305.50 and Texas Geoscience Practice Act]

Appendix VI.D. – Unsaturated Zone Monitoring

- Text, calculations, cross-sections, boring logs, well reports, designs, maps, etc.
 - All applicable items must be signed, sealed, and dated by a Texas Professional Geoscientist, including firm registration number [30 TAC 305.50 and Texas Geoscience Practice Act]

Section VII – Closure and Post-closure Plan

Appendix VII.A. – Closure Plan

- General facility closure information
- Table VII.A.
- Appendix VII.A.1. – Container Storage Area Closure Plan
- Appendix VII.A.2. – Tank and Tank System Closure Plan]
- Appendix VII.A.3. – Surface Impoundment Closure Plan
- Appendix VII.A.4. – Waste Pile Closure Plan
- Appendix VII.A.5. – Land Treatment Unit Closure Plan
- Appendix VII.A.6. – Landfill Closure Plan]
- Appendix VII.A.7. – Incinerator Closure Plan

- Appendix VII.A.8. - Boiler and Industrial Furnaces (BIF) Closure Plan
- Appendix VII.A.9. - Drip Pad Closure Plan
- Appendix VII.A.10. - Miscellaneous Unit Closure Plan Appendix VII.A.11. - Containment Building Closure Plan [Appendix VII.B. - Closure Cost Estimate
- Basis for closure cost estimates
- Table VII.B.

Appendix VII.C. - Post-Closure Plan

- General facility post-closure information
- Table VII.C.5.
- Appendix VII.C.1. - Container Storage Area Post-Closure Plan]
- Appendix VII.C.2. - Tank and Tank System Post-Closure Plan
- Appendix VII.C.3. - Surface Impoundment Post-Closure Plan
- Appendix VII.C.4. - Waste Pile Post-Closure Plan]
- Appendix VII.C.5. - Land Treatment Unit Post-Closure Plan
- Appendix VII.C.6. - Landfill Post-Closure Plan
- Appendix VII.C.7. - Miscellaneous Unit Post-Closure Plan
- Appendix VII.D. - Post-Closure Cost Estimate
- Basis for Cost estimates
- Table VII.D.

Appendix VII.E. - Closure and Post-Closure Cost Summary

- Tables VII.E.1., VII.E.2.

Section VIII - Financial Assurance

Appendix VIII - Financial Assurance Information

- Financial assurance mechanisms
- Financial capability
- Table VIII.B.

Section IX - Releases from Solid Waste Units and Corrective Action

Appendix IX - Releases from Solid Waste Units and Corrective Action

- Preliminary Review Facility Checklist
- Preliminary Review Units Checklist

Section X - Air Emission Standards

Appendix X - Air Emission Standards Subpart AA Certification

- Subpart BB Certification
- Subpart CC Certification
- "One-Stop" Permits
- Tables X.A., X.B., X.C., X.D.1(a), X.D.7.

Section XI – Compliance Plan

Appendix XI – Compliance Plan

- See Section XI of Part B for required information

Section XII – Hazardous Waste Permit Application Fee

Appendix XII – Hazardous Waste Permit Application Fee

- Tables XII.A., XII.B.

Section XIII – Confidential Material

Appendix XIII – Confidential Material

- Submit under a separate cover and clearly label as “**CONFIDENTIAL**”.