

**567—106.4(455B) Citizen convenience center permit application requirements.**

**106.4(1)** A citizen convenience center permit applicant shall submit the following permit application information to the department:

- a.* The name, address, and telephone number of:
  - (1) Owner of site where project will be located.
  - (2) Permit applicant.
  - (3) Official responsible for the operation of the project.
  - (4) Professional engineer (P.E.) licensed in the state of Iowa and retained for the design of the facility, if any.
- (5) Agency to be served by the project, if any.
- (6) Responsible official of agency to be served, if any.
- b.* A legal description of the site.
- c.* A map or aerial photograph locating the boundaries of the site and identifying:
  - (1) North and other principal compass points.
  - (2) Zoning and land use within 250 feet.
  - (3) Homes and buildings within 250 feet.
  - (4) Section lines or other legal boundaries.
- d.* Proof of the applicant's ownership of the site and legal entitlement to use the site as a citizen convenience center.
- e.* Days and hours of operation of the site.
- f.* The service area of the facility and political jurisdictions included in that area.
- g.* Type, source, and expected weight of solid waste to be handled per day, week, and year.
- h.* A description of the disposal process to be used.
- i.* A site design illustrating the facility, which may include engineering plans and specifications completed by the engineer listed in 106.4(1) "a"(4).
- j.* A plan of operations detailing how the site will comply with rule 106.5(455B) and with rule 106.6(455B,455D), if applicable.
- k.* A closure plan detailing how the site will comply with rules 106.7(455B) and 106.18(455B).
- l.* An emergency response and remedial action plan (ERRAP) pursuant to rule 106.19(455B).

**106.4(2)** If the department finds the permit application information to be incomplete, it shall notify the applicant in writing of that fact and of the specific deficiencies and return the application materials to the applicant within 30 days of such notification. The applicant may reapply without prejudice.