

California
Environmental
Protection
Agency

APR 24 1997

James M. Strick
Secretary for
Environmental
Protection

Integrated
Waste
Management
Board

8800 Cal Center Dr.
Sacramento, CA 95826
(916) 255-3200

To: Local Enforcement Agencies (LEAs)

RE: SOLID WASTE FACILITY PERMITS PROCESSING

As an extension of fostering our partnership with LEAs in bringing permits forward, I'm writing this letter to provide insight on Board processing procedures and timelines. A Board calendar is included which may be helpful for both operators and LEAs as a planning tool.

Both LEAs and Board staff process permits within specific timeframes found in statute and regulation. The Board's 60-day timeclock begins when the proposed permit is received. Depending on when the permit package is received in relation to the Board's scheduled monthly meetings, the time available to Board staff to evaluate and process the package is significantly less than 60 days.

Our analysis and recommendation on a specific permit is contained in an agenda item, which is completed approximately three weeks prior to the Permitting and Enforcement Committee meeting. There is a 10-day public noticing requirement prior to the Committee and Board meetings, so agenda titles are due about three weeks prior to each meeting. Under the best conditions, staff would have approximately 13 to 23 working days (the time available depends on when the P & E Committee meeting is scheduled) for review and processing if the permit package is received exactly 60 days prior to a Board meeting. Since this seldom occurs, the time available for review and processing can be reduced considerably, in some instances, to only a day or two. Processing a Standardized Permit (30 day timeclock) typically requires bypassing Committee and going directly to the Board.

Described below are the responsibilities of Permits staff in preparing a recommendation on a proposed permit:

- ▶ Report of Facility Information (RFI) review and comment.
- ▶ Evaluate and analyze proposed permit, application, RFI, California Environmental Quality Act (CEQA) documents, and other supporting documents to ensure compliance with applicable laws, regulations and consistency with Board policy.

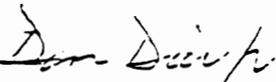
also be advantageous for Permits staff to review the RFI, either concurrently with LEA staff or as soon thereafter as possible, before a draft or proposed permit is received. As you may know, Permits staff are assigned several LEA jurisdictions. If you wish to have us review an RFI or draft permit, close coordination is essential, as staff may be preparing agenda items for proposed permits from other jurisdictions. Also, if you are handling a permit application for a solid waste landfill, it's advisable to contact the staff person assigned to your jurisdiction from the Financial Assurances Section to verify the status of closure/postclosure funding. Doing so will avoid wasted time and effort should the funding mechanism or fund balance be deemed inadequate after we have received the proposed permit.

We trust that the above explanations and attached information will be useful as a permit processing planning tool and to reduce the complications of working within compressed timeframes. On the attached calendar, it is important to note the Permits staff due dates for Committee agenda items and titles. Our joint efforts in planning and working cooperatively to bring a permit forward in a timeframe that allows the resolution of outstanding issues prior to the date when the Committee agenda items are due should result in an increased number of uncontested permits going forward to the Board on the Consent Agenda.

I would like to emphasize the importance of working with Permits staff on the timing of proposed permit submittals. To illustrate this, note (see attached schedule) the timeframes for the June Board meeting, which is scheduled for June 25th. The sixty day timeclock begins on April 27. If a proposed permit is received prior to April 27, say April 23, the permit would need to be heard at the May 18 Board meeting. The due dates for the P & E Committee agenda title and agenda item are April 21 and April 23, respectively. Therefore, the permit would very likely not be able to be heard at the May P & E Committee meeting and would go directly to the Board meeting. It is the staff's and Board's desire that permits first be considered by the P & E Committee. To ensure this is done, it is very important for LEAs to coordinate submittals with Permits staff.

Please call your Permits Branch contact person if you have any comments or questions. We welcome your thoughts on streamlining the permitting process.

Sincerely,



Don Dier Jr., P.E., Manager
Permits Branch
Permitting and Enforcement Division

Attachments

cc: Mr. Ralph E. Chandler, Executive Director
Ms. Dorothy Rice, Deputy Director, Permitting and Enforcement Division

LEGEND

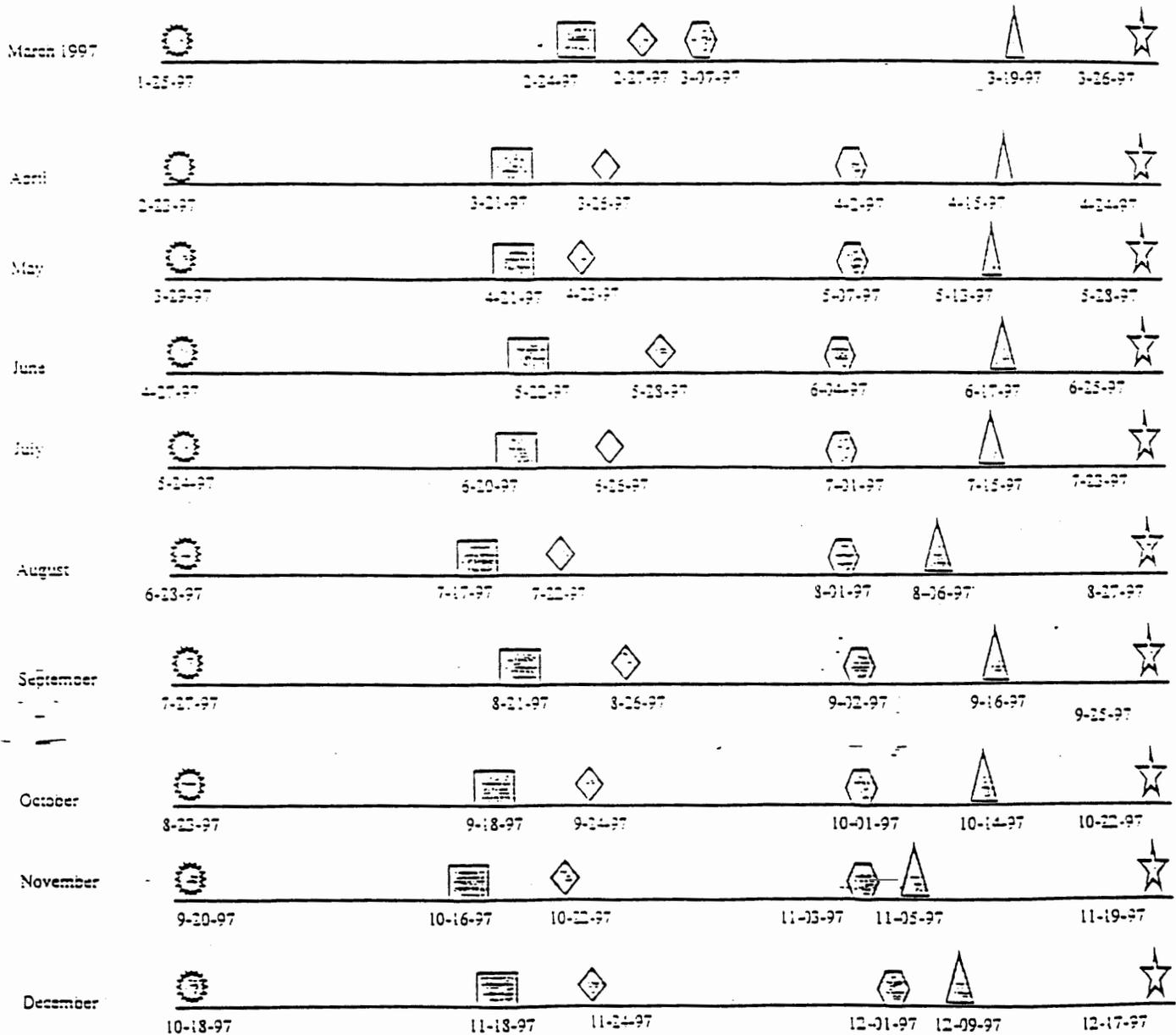


 Begin 60 Days

-  Committee Agenda Title Due
-  Committee Agenda Item Due
-  Board Agenda Item Due
-  P&E Committee Meeting
-  Board Meeting

NOTE:

a) Drawing not to scale
 b) On the July through December calendars, the Title, Committee & Board agenda item due dates are approximations.



April 1997

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