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# PLANNING FOR YOUR WASTE TIRE INSPECTION

HANDS-ON WORKSHOP FOR TIRE  
ENFORCEMENT AGENCIES

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# DOCUMENT REVIEW

**WTMS:**

**Documents, Complaints, Alerts, Letters of Violation, Enforcement Actions**

## **Permit**

- ❖ Does the facility or business have a CIWMB WTF permit?
  - Make a copy of the existing permit and review it for terms and conditions.

## **Prior Inspections**

- ❖ Review the last inspection report, including any photos
  - Make a copy and have it available for the inspection.

# DOCUMENT REVIEW (cont)

## Manifests

- ❖ Search for Comprehensive Trip Logs (CTLs) for the past three years

- Print the list of CTLs and have it available for the

- i

## Registered Hauler

- ❖ Is the facility or business a registered hauler?

- If so, print the registration application and the vehicle list and have it available for the inspection

## Business License

- ❖ Does the business have a business license or business tax certificate? If not, notify the appropriate authorities

# BASIC EQUIPMENT

## BASIC TOOLS/EQUIPMENT YOU SHOULD INCLUDE:

- Adequate supply of materials, including a
- h regulations and the storage laws and regulations
- Inspection Forms
- Camera
- GPS Receiver (optional)
- Steel-toed boots
- Hard hat
- Goggles / Dust Mask
- Cell Phone
- Business Cards
- Clipboard

## PART A - SURVEY

### Business Profile

**TPID:** The complete TPID (Tire Program Identification Number) including the suffix is an essential part of the inspection form. If the location under investigation needs a TPID and does not have one, the inspector is to call 1-866-896-0600 and help the operator obtain a TPID.

**Local Identifier:** This space has been included to provide the grantees with an opportunity to link the inspection form to their local database. If you don't have a local number to fill in this space, leave it blank.

**Business or Facility Name & Physical Address:** Include the business name and physical address in this section (please print neatly).

**Business Rep:** This is the person that was contacted and authorized the inspection/visit.

**Tire Count:** Use whole tire counts/Passenger Tire Equivalents (1 PTE = 20 lbs.) or both. Tire pieces all the way down to ¼" in size are regulated and should be included in the tire count. Do not count tires that meet the rack and stack criteria.

**GPS:** Take a reading using a Global Positioning System (GPS) unit or obtain the coordinates from a map program using the facility/site address and record the readings in this section. Record the latitude/longitude in decimal degrees.

### Inspection Details

**Inspection Type:** Fill the bubble that describes the inspection type. A **Routine** or periodic inspection or visit is prompted by regulation (e.g. minor waste tire facility permits are required to be inspected at least every 30 months and majors are to be inspected annually) or by the inspectors schedule, set to insure periodic visits of each location within their jurisdiction. A **Re-inspection** is always preceded by an inspection in which a violation was cited. The Inspection Type will be considered a re-inspection until the violation is corrected. **Observation** is an Inspection Type that is spontaneous (e.g. The inspector is in the field and sees a tire facility, a pile of tires or something that causes them to inspect the site). A **Referral Inspection** is a type of inspection that is referred to by a state or federal agency in the WTMS System database (WTMS System database (WTMS System) that prompts a focused inspection/visit to provide manifest training to a hauler, generator, or end use facility).

**Inspected By/Inspector:** Fill in the name of the inspector. If the inspector is not a traditional county employee, fill in the name of the inspector and the code begins with the traditional county name.

**Inspection Dates and Times:** Fill in the dates and times of the inspection. If the inspection is a court-ordered inspection, fill in the court hearing date and time.

**Operational Status:** **Active:** Tires are present and operations are active; **Inactive:** Tires are present but operations are not active; **Planned:** Location where waste tire activities are proposed.

**Tire Type:** Fill in applicable tire types stored on-site. OTR = off the road tires.

**Business Role & Storage Type:** Fill in all that apply. Specific standards are associated with indoor (14 CCR 17356) and outdoor (14 CCR 17354) tire storage.

**Business Type:** A business may conduct multiple activities (or business types) at one location. If the list of business types on the survey form does not contain the business type conducted at the location of the visit, choose other and print in the appropriate business type.

## PART B - INSPECTION OF WASTE TIRE DEALER, GENERATOR, HAULER AND END-USE FACILITY

V = Violation A = Area of Concern—considered a warning, not a violation

PRC § 42951: Use to cite **unregistered haulers**.

PRC § 42953: Cite the person(s) that **contract or use unregistered haulers** to transport 10 or more waste or used tires.

PRC § 42956: Cite haulers for missing or improperly placed **decals or certificates**.

14 CCR § 18459: Cite **exempt** or registered haulers, facilities or generators for not completing, signing, or using logs and/or manifests.

14 CCR § 18459 1: Choose this section to cite anyone who doesn't have (but needs) a **TPID**.

14 CCR § 18459 2 1: Cite for exceeding **manifest document submittal time** limit (90 days).

14 CCR § 18459 3: Cite if records are not retained for 3 years.

14 CCR § 18460 2: Cite **registered haulers** for not showing proof that the vehicle is registered, incomplete manifests, not carrying copies of manifests and trip logs in the vehicle, not leaving a copy of manifests anywhere tires are dropped off or picked up, hauling waste tires to unauthorized locations, not reporting generators or end use facilities that do not use or properly complete the manifests, transporting tires without completed manifest forms and/or trip logs.

14 CCR § 18461: Cite the **end use** facility for manifest violations, record retention, mailing forms.

14 CCR § 18462: Cite **tire dealers** or waste **tire generators** for manifesting violations, contracting or making arrangements with unregistered haulers.

**Other:** Cite CIWMB laws or regulations that are not listed on the inspection report in this space. Cite any applicable (tire related) local code violation in the comment section. Do **not** fill the Other bubble for **local code** violations or record local code violations in this section.

**Enforcement Status:** If a violation is documented, fill in the **Notice Of Violation (NOV)** bubble and assign a Compliance Deadline (give the operator the Standardized NOV and the appropriate law or regulation handout). The **Compliance Deadline Date (CDD)** is normally around 30 days. However, the inspector may exercise their discretion when assigning a CDD. If an **Extension** of the CDD date is granted, fill in the bubble and record the new CDD. If the site/operator is **referred for or already under CIWMB Enforcement** or if the site/operator is referred to some other agency, fill the referred/CIWMB bubble. Note the entity to whom the case was referred in the comment section. **If there are no violations found during the inspection, fill in the In Compliance-No Violation bubble.**

**Comments:** Summarize the inspection. Capture specific details that may be useful in case prosecution or simply to convey information about the site, operator, or the violation. **If a violation is cited**, be sure to **note that the NOV** and applicable handouts were distributed to the Business Representative.

**Page bubble:** (Lower Left) Fill in the bubble indicating if the inspection form and/or extra comment form is included with the survey (page 1) form. Use page two, Inspection Form, for permitted & exempt facilities or when an excluded facility is in violation of the Waste Tire Storage & Disposal Standards.

**Signatures:** Sign the form and have the Business Representative that authorized the inspection sign the form.

## PART C - FACILITY INFORMATION

### Business Profile

**TPID:** Please fill in the TPID. Make sure it is the same TPID that is on page one.

**SWIS:** If the facility has a SWIS number, record that number in this space.

**Property Owner:** The name and mailing address of the property owner is to be included in this portion of the report. The property owner is ultimately liable for tire storage violations at the location.

### Inspection Details

**Inspection Report Number:** This is not a stand-alone form. Be sure to use the same Report Number in this section that is displayed on the corresponding Survey Form (page one).

**Photos Taken:** Fill the bubble to indicate whether or not pictures were taken during the inspection.

**Exempt & Excluded Business Type:** If the site is exempt or excluded, fill in the applicable bubble. Please do not fill more than one bubble. Exclusions cannot be combined with other exclusions, exemptions, or with a permitted facility.

**Permitted Regulatory Status:** **Permitted:** The facility has a current waste tire facility permit issued by the CIWMB; **Exempt:** A facility that is exempt from regulation; **Excluded:** A facility that is excluded from regulation. Only one bubble may be checked. The

**Facility Type:** Fill in the applicable bubble or box.

## PART D - INSPECTION OF WASTE TIRE FACILITY

### Waste Tire Storage Standards

#### Permit Requirements

**PRC § 42824** - Cite this code for **unpermitted major waste tire facilities** or for the directing, transporting, or accepting of waste tires at an unpermitted major waste tire facility.

**PRC § 42834** - Cite this code for **unpermitted minor waste tire facilities** or for the directing, transporting, or accepting waste tires at an unpermitted minor waste tire facility.

**PRC § 42850(a)** - Cite this code when a person negligently **violates** any provision or any **permit** (term and condition), rule, regulation, standard, or requirement issued or adopted in Chapter 16 of the PRCs.

**14 CCR § 18420(a)** - Cite when a waste tire facility operator **does not have a permit**. Could be an unpermitted facility, excluded or exempt facility that no longer meets exclusion or exemption criteria or a permitted facility that let their permit expire.

**14 CCR § 18423** - Use this citation when the operator **fails to apply** for a major or minor permit or permit renewal.

**14 CCR § 18432** - Cite permitted operator(s) for not keeping their **Operation Plan** updated.

**14 CCR § 18433** - Cite permittee for not maintaining a copy of **Emergency Response Plan (ER)** at the facility,

forwarding the ER to the fire department, revising, updating, or notifying the Board of revisions to the ER within 30 days, or for not notifying the Board of a fire event, or submitting a written report to the Board describing the fire event within 30 days.

#### Record Keeping Requirements

**14 CCR § 18447** - Cite for not keeping **records** at the facility or lack of record retention (3 year minimum).

#### Fire Prevention Measures

**14 CCR § 17351** - Cite for inadequate: communication **equipment**, fire aid equipment, or **water supply**.

#### Site Security

**14 CCR § 1752** - Cite for not posting proper **signs** (public facilities only), attendant not being present, ill maintained access roads, or lack of **access control** (lockable gates, fences, etc.).

#### Vector Control

**14 CCR § 1753** - Cite for lack of or ineffective **vector control** measures.

#### Storage of Waste Tires Outdoors

**14 CCR § 1754** - When citing this violation, be sure to choose and fill the appropriate subcategory bubble.

#### Indoor Storage

**14 CCR § 1354** - Cite violations of the National Fire Protection Association, NFPA 231-1989. If necessary, solicit help from the local fire protection agency—they can also approve alternative standards.

# TIRE COUNT

## Calculate by Cubic Yards

Use the following formula based on the length, width, and height in feet (obtained by measuring or estimating the tire pile size) and convert to cubic yards:

- $[\text{Length (feet)} \times \text{Width (feet)} \times \text{Height (feet)}] \div 27 = \text{Volume (cy)}$

Once you have determined the cubic yards of a tire pile, multiply the cubic yards by the tires/cy listed in the appropriate Conversion Table below or listed under Altered Waste Tire Conversion to determine the number of tires in the pile

### Conversion Tables: Number of Tires Per Cubic Yard

#### Whole Passenger/Light Truck Tires

Storage Type	Height of Tire Pile		
	(Less than 10 feet)	(10-15 feet)	(Over 15 feet)
<b>(Stored for less than 15 years)</b>			
Laced	14 tires/cy	16 tires/cy	18 tires/cy
<b>(Stored for 15 years or more)</b>			
Loose	12 tires/cy	14 tires/cy	16 tires/cy
Barrel	14 tires/cy	16 tires/cy	18 tires/cy
Laced	16 tires/cy	18 tires/cy	20 tires/cy

#### Whole Semi-Truck Tires

Storage Type	Height of Tire Pile		
	(Less than 10 feet)	(10-15 feet)	(Over 15 feet)
<b>(Stored for Less than 15 years)</b>			
Loose	2.5 tires/cy	2.75 tires/cy	3.0 tires/cy
Barrel	4.2 tires/cy	4.4 tires/cy	4.6 tires/cy
Laced	4.1 tires/cy	4.3 tires/cy	4.5 tires/cy
<b>(Stored for 15 years or more)</b>			
Loose	3.0 tires/cy	3.5 tires/cy	4.0 tires/cy
Barrel	4.4 tires/cy	4.6 tires/cy	4.8 tires/cy
Laced	4.3 tires/cy	4.5 tires/cy	4.7 tires/cy

### Altered Waste Tire Conversion

- Sidewalls or treads = 20 tires/cy
- Primary Shreds = 20 tires/cy
- Shreds 2 inch or smaller = 40 tires/cy
- Crumb Rubber (less than ¼ inch in size) is not regulated by the California Integrated Waste Management Board

### Calculate by Weight

The California Code of Regulations, 14 CCR Section 17225 770 defines a "Passenger Tire Equivalent" (PTE) as the total weight of altered waste tires, in pounds, divided by 20 pounds 1 PTE = 1 Waste Tire  
**If weight is known:** Total Known Weight (pounds) ÷ 20 pounds = PTE

Conversion

Tab

Back

Comments Form.

Diagrams are extremely beneficial when telling the story.

# Mock Tire Site Inspection

- Log On to WTMS using the following:
- [REDACTED]
- [REDACTED]
- Go to the ***Business Search*** menu
- Enter TPID number: ***1593012***
- Make Note of the Site Address
- Make Note of Contact Person and Phone Number

# Mock Tire Site Inspection

- Is this facility also a registered hauler?  
[REDACTED]
- Go to the *Hauler Tab* click on *vehicles*  
[REDACTED]
- Vehicle License Plate Number?
- Corresponding Decal Number?
- How many years a registered hauler?
- Is there a permit at this facility?

# Mock Tire Site Inspection

- View information under the ***Enforcement Tab***
- [REDACTED]
- [REDACTED] ***TLs***
- In the Hauler TPID field enter number:  
**1593012** – delete the date range provided by  
WTMS
- The CTLs listed will be for all receipts  
submitted to CIWMB by ***Mockingbird Tires***

# Mock Tire Site Inspection

- ✓ Think of questions you would like to ask the operator regarding CTLG and if it is functioning?
- ✓ Think of questions regarding complaints that you would like to ask the facility operator/owner?
- ✓ Are there any issues or concerns regarding previous inspections you want to follow up with during your site inspection?

# Site Location

## Morgan Tire Retreading

groups

4 teams of two groups

Morgan Tire Tour = 30 minutes

Tire Count exercises = 1 hour

Groups Individually interview

Mockingbird Tire Manager = 15 minutes

Mockingbird Tires

