



# Scrap Tire Facility Permit Application

Delaware Department of Natural Resources and Environmental Control  
Compliance and Permitting Section  
(302) 739-9403

This application is for requesting a permit to own or operate a scrap tire facility in Delaware. Per Delaware's *Regulations Governing Solid Waste* (DRGSW) §12, a permit is required for all new and existing scrap tire facilities in the state.

A scrap tire facility is defined as an accumulation of 100 or more scrap tires with each scrap tire weighing 25 pounds or less; or 100 or more scrap passenger tire equivalents; or any combination of these scrap tires that, upon conversion, results in 100 or more passenger tire equivalents. Solid waste regulations define a scrap tire facility as being located in the same general vicinity that is not enclosed by a building, including, but not limited to, open fields, woodlots, pavement, dumpsters and roll offs, trailers, and fenced areas.

A passenger tire equivalent (PTE) is a conversion measurement using the assumption that one passenger car tire is equal to 25 pounds. A tire weighing more than 25 pounds shall be evaluated by dividing its total weight in pounds by 25 pounds to equal the number of PTEs. For scrap tires weighing more than 200 pounds each, the first 10 scrap tires are exempt from the accumulation amount. **The full scrap tire regulations DRGSW§12 can be viewed at:**

<http://regulations.delaware.gov/AdminCode/title7/1000/1300/1301.pdf>

**Those having less than 100 scrap passenger tire equivalents or accumulate tires in an enclosed building as defined in DRGSW §12 are not required to complete this application.**

Please indicate below whether this is a new application or a renewal.

New Application       Renewal

If renewal, permit number: DE-ST- \_\_\_\_ \_

1. All scrap tire facilities must be associated with a qualifying business. A qualifying business is a business that generates and accumulates scrap tires but whose primary purpose is not to accumulate scrap tires. Examples of qualifying businesses may include: tire retailer; tire retreading; automobile graveyard or junkyard; local and state governmental agency and/or facility such as county maintenance, police, and fire; military institution and/or facility; farmer; and other automotive business.

Legal name of qualifying business: \_\_\_\_\_

Type of business:

- |  |  |
|--|--|
| <input type="checkbox"/> New/used tire retailer            | <input type="checkbox"/> Tire retreading                 |
| <input type="checkbox"/> Automotive Business               | <input type="checkbox"/> Local/state/military government |
| <input type="checkbox"/> Salvage Yard/Automobile Graveyard | <input type="checkbox"/> Farmer                          |

**If you do not operate a qualifying business . Please contact the Department of Natural Resources and Environmental Control (the Department) Compliance and Permitting Section (CAPS) for further assistance with your scrap tire pile at (302) 739-9403.**

2. All scrap tire facilities not enclosed by a trailer subject to DRGSW §12 fall into one of two groups, as defined below. A property may have only one scrap tire facility. Please indicate below the group into which your qualifying business falls.

Group 1: total volume for scrap tires will be no greater than 450.5 square feet by 10 feet high, with the height being measured from the lowest point on the lowest tire and the square footage measured using the furthestmost tires. This volume approximates that of a 53 foot length, enclosed semi-trailer load of scrap tires.

Group 2: total volume for scrap tires will be no greater than 901 square feet by 10 feet high, with the height being measured from the lowest point on the lowest tire and the square footage measured using the furthestmost tires. This volume approximates that of two 53 foot length, enclosed semi-trailer loads of scrap tires.

Financial assurance (Required only for Group 2) - evidence of financial assurance in the form of escrow accounts or other sureties as described in DRGSW §4. For a scrap tire facility, a minimum of \$10,000 financial assurance is required. Financial assurance is not required if the owner/operator can demonstrate a current, valid contract or other legal documentation with an approved treatment, storage, disposal, or recycling facility that requires the owner/operator to pay the cost of removing the scrap tires prior to delivery of trailers where the scrap tires will be accumulated. Please submit proof of financial assurance or contract, as identified above.

### 3. General Site Information

**Physical address of business property:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

County: \_\_\_\_\_

Business Telephone Number: \_\_\_\_\_ Extension: \_\_\_\_\_

Property Size: \_\_\_\_\_  Acres  Sq. Feet

Tax Parcel Number: \_\_\_\_\_

**Mailing address of business:**

Not applicable, same as physical address.

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

**Site Contact:**

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

Telephone Number: \_\_\_\_\_ Extension: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**4. Zoning**

Current Zoning Designation: \_\_\_\_\_

The property on which the scrap tire facility is located must carry the appropriate business zoning from the county in which it resides. Please provide documentation to prove appropriate business zoning, such as a tax parcel map or zoning certificate.

**For the following questions, the term “scrap tire facility” refers to the location in which your scrap tires are accumulated. Do not confuse the “scrap tire facility” with other business activities occurring on your property.**

**5. Description of current scrap tire facility operations.**

This is a proposed operation.

For currently operating scrap tire facilities:

Approximately how many scrap tires do you generate per year? \_\_\_\_\_

Where are the scrap tires stored? \_\_\_\_\_

How often are scrap tires removed from your scrap tire facility? \_\_\_\_\_

Who transports the tires from your scrap tire facility? \_\_\_\_\_

What is the Delaware Solid Waste Transporter’s Permit Number? \_\_\_\_\_

Where are scrap tires taken when removed from your scrap tire facility?  
\_\_\_\_\_

- 6. Provide a diagram of your property.** Using property boundaries, indicate all roads bordering your property, firebreaks, the location of buildings on the property and the location of your scrap tire facility. Also, indicate the minimum setbacks of:

For Group 1:

- a. 20 feet from roads & property boundaries
- b. 50 feet from residences
- c. 100 feet from water supply
- d. 50 feet from wetlands, ponds & streams
- e. 20 foot firebreak around facility

For Group 2:

- a. 100 feet from roads & property boundaries
- b. 300 feet from residences
- c. 300 feet from water supply
- d. 50 feet from wetlands, ponds & streams
- e. 50 foot firebreak around facility

[If a setback cannot be achieved, please provide an explanation and indicate if another entity, for example, a city, county or municipal government has indicated acceptance of the setback in place at the facility.]

- GIS image attached  
(Google, Bing, Yahoo maps)
- Drawing attached

- 7.** Is the shortest distance from your scrap tire facility to a naturally occurring waterbody (pond, lake, stream, river, etc.) greater than 50 feet?  Yes  No
- 8.** Is the shortest distance from your scrap tire facility to a state or federally designated wetland greater than 50 feet?  Yes  No
- 9.** Is your scrap tire facility located in or near sensitive habitat supporting rare, threatened or endangered species?  Yes  No
- 10.** Is the location of your scrap tire facility within the 100 year flood plain?  Yes  No  
Please provide a copy of the most recent Federal Emergency Management Agency's 100-year floodplain map of the property.
- 11.** Are you required to have or do you have flood insurance related to the property where your scrap tire facility is located?  Yes  No
- 12.** What is the shortest distance (in feet) from your scrap tire facility to your property boundaries?
- 13.** What is the shortest distance (in feet) from your scrap tire facility to any public roadway bordering the property?
- 14.** What is the shortest distance (in feet) from your scrap tire facility to the nearest residence bordering the property?

15. Is the property where the scrap tire facility is located served by publicly supplied drinking water or is there an on-site drinking water well? (Check One)

Publicly Supplied Water  On-Site Drinking Water Well

If an on-site drinking water well, what is the distance (in feet) from the well to the scrap tire facility?

16. Are any of the properties bordering your scrap tire facility served by publicly supplied drinking water or an on-site drinking water well? (Check one)

Publicly Supplied Water  On-Site Drinking Water Well

If on-site drinking water wells serve the properties bordering your site, please provide the address of, and indicate the distance from, your scrap tire facility to the nearest well.

Address of nearest on-site drinking water well: \_\_\_\_\_

Distance (in feet) from nearest on-site drinking water well: \_\_\_\_\_

### 17. Firebreak

What type of firebreak surrounds (20 feet in all directions) your scrap tire facility? Check one:

A mineral strip firebreak kept clear of weeds, grass, brush and debris

Well-maintained and regularly mowed grass

### 18. Mosquito Control

Mosquito control measures must be implemented at the scrap tire facility upon adding scrap tires or within 24 hours of a precipitation event by either: eliminating water accumulated, preventing water from accumulating, or by applying a mosquito larvicide/adulticide.

In order to avoid mosquito issues, the following will be implemented (check all that apply):

Removal of water accumulated in scrap tires before placing them into the scrap tire facility **and** within 24 hours of a precipitation event

Punching/drilling holes in the walls of the scrap tire to sufficiently prevent water accumulation

Storage of scrap tires in a covered and enclosed scrap tire facility to prevent water accumulation

Application of mosquito larvicide/adulticide

NOTE: In the event a scrap tire facility does not implement mosquito control measures, the State will implement measures and require the scrap tire facility owner/operator reimburse the State for all costs.

**19. Attach a copy of your operations manual.**

To assist with the creation of your operations manual, the Department has created the “Scrap Tire Facility Operations Manual: A Guide” document which can be found here:

<http://www.dnrec.delaware.gov/dwhs/SHWMB/Documents/Scrap%20Tire%20Docs/Scrap%20Tire%20-%20Operations%20Manual%20A%20Guide%20Groups%201%20and%202.pdf>

**20. Certification** - By signing this application, I certify that the information contained herein is true and complete and that all siting and design standards and operational requirements of DRGSW § 12 will be met before commencement of any construction or continuing operation of an existing scrap tire facility. I understand that in the event of any false or fraudulent information in the application or failure to operate in compliance with applicable laws and regulations, Departmental approval for the scrap tire facility may be rescinded by the Department and enforcement actions may be sought by the Department.

**Property Owner**

Signature <sup>1</sup>: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Business Owner**       Same as Property Owner

Signature <sup>1</sup>: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Business License Number: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Operator:**  Same as Business Owner

Signature <sup>1</sup>: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**<sup>1</sup> For a corporation, the permit application must be signed by a principal executive officer of at least the level of vice-president. In the alternative, a duly authorized representative or agent responsible for the overall operation of the facility that is the subject of this permit application may sign, provided a principal executive officer of at least the level of vice-president submits written documentation to the DNREC directing the stated individual may sign on their behalf.**

- 21. Permit fee-** The annual permit fee is dependent on your operating in Group 1 (\$250.00 per year) or Group 2 (\$350.00 per year). Upon receipt of your permit, you will receive a pro-rated invoice covering the permit fee for the first year. You will be invoiced annually for the permit fee for subsequent years after the initial permit has been issued.

In addition to the permit fee, upon each application submission (initial and every five years thereafter), a public notice fee of \$50.00 will be due.

Please enclose the public notice fee of \$50.00, with checks or money orders made payable to the State of Delaware, with this application.

Please submit your completed application with supporting documentation, along with the \$50.00 public notice fee to:

Department of Natural Resources and Environmental Control  
Compliance and Permitting Section  
Scrap Tire Management Program  
89 Kings Highway  
Dover, Delaware 19901