

New Yard Waste Notification Form Reference

North Carolina Division of Waste Management, Solid Waste Section



About this form

- This form is specifically for **new** yard waste facilities, and should only be submitted once for the life of the facility. It is designed to be an online form that you can submit electronically through e-mail. A separate renewal form should then be filled out every year before **June 1st** even if you complete this form in the same year. Facilities larger than two acres in size must submit a permit application as required in 15A North Carolina Administrative Code 13B .1405
- **This document is a basic guidance. It does not replace, change, or substitute any requirements contained in the N.C. General Statutes or local government requirements.**

This notification form should be filled out by facilities that meet the following criteria:

- ✓ Are less than two (2) acres in size.
- ✓ Do not process or store more than 6,000 yds³ of waste and finished material per three-month period.
- ✓ Only accept what is considered “Type I” waste (generally what is defined as “yard waste”). Yard waste is defined in G.S. 130A-290 as yard trash and land clearing debris which includes stumps, limbs, leaves, grass, and untreated wood. **NOTE:** leaves are considered to be “yard trash”. Up to 30 cubic yards of separated leaves can be received on an annual basis without obtaining a yard waste notification.

Yard Waste Facilities must also follow these practices:

Buffer Requirements

- ✓ **50 feet** from compost areas to all property lines and all compost areas, perennial streams, and rivers
- ✓ **100 feet** from all compost areas and all wells, except monitoring wells
- ✓ **200 feet** from all compost areas to residences or dwellings not owned and occupied by the permittee
- ✓ **25 feet** minimum clearance between compost areas and swales and berms to allow access for firefighting equipment

Operational Requirements as per Rule .1406

- ✓ Adequate erosion control measures to prevent on-site erosion and to prevent the movement of soil or contaminants off-site
- ✓ Surface water must be diverted from the operational compost curing, and storage areas
- ✓ Leachate shall be contained on site or properly treated prior to off-site disposal
- ✓ A site located in a floodplain must not restrict the flow of the 100-year flood
- ✓ Facilities or practices shall not cause point or non-point source pollution of water of the state to an extent that violates assigned water quality standards

Note: yard waste notified sites are not approved for permanent storage and cannot store more than 6,000 cubic yards of material on site per quarter.

For facilities seeking disaster debris funds:

- If you are planning to accept waste that is generated by a disaster, and you wish to apply for a FEMA reimbursement for the management and disposal of the waste, the facility must first be pre-approved. Please contact your area Environmental Senior Specialist (ESS) as soon as possible to begin the approval process, and be aware *the process can take up to several months*. In addition, your area ESS can answer any questions you might have. Contact information for your ESS can be found at <http://portal.ncdenr.org/web/wm/sw/> under the staff maps heading (Field Operations Branch).

YWN Form Guidance on Specific Questions

- **Question #1:** include the *name of your facility*.
- **Question #2:** You must e-mail or mail an *aerial photograph* of the site and the area surrounding the facility for at least one quarter mile. On the photograph, include a map scale where 1 inch on the photograph is equal to 400 feet of land or less. A color photograph is preferred, but not required. If you do submit a black and white photograph, it must be clear enough that features are distinguishable from each other. Until we receive **both** the notification form and the *aerial photograph*, your application is incomplete. A renewal application does not require a resubmittal of the *aerial photograph*.

Question #3	Question #4
<ul style="list-style-type: none"> ➤ Include the <i>physical address</i> for the facility site. 	<ul style="list-style-type: none"> ➤ Include the <i>Primary Facility Contact's</i> information. The <i>Primary Facility Contact</i> is the person who will meet an inspector at the site. This can be the site manager or owner but is not limited to those positions. NOTE: You may write "<i>Property Owner</i>" or "<i>Site manager</i>" in lieu of the name only if the contact information will be copied from another section.
Question #5	Question #6
<ul style="list-style-type: none"> ➤ Include all of the contact information requested for the <i>Property Owner</i>. 	<ul style="list-style-type: none"> ➤ Include all of the contact information requested for the <i>Site Manager</i> as it pertains to the facility.

- **Question #7:** include the deed information requested.
- **Question #8:** you must first select the broad category for the type of yard waste that you will accept:

Land clearing debris and/or yard trash

Next, you must select the **specific items** you plan to accept at your facility:

- ✓ Exclusive types of *yard waste* are: *grass, shrubs, leaves, and vegetative yard trimmings*.
- ✓ Exclusive types of *land clearing debris* are *stumps, whole trees, and untreated wood*.
- ✓ Whether or not *tree limbs or branches* are considered yard waste or land clearing debris depends on the product end use. Waste that is composted is *yard waste*, and waste mulched or used for boiler fuel is *land clearing debris*. **Note:** If you select an item without selecting a broad category, the form will prompt you to select *yard trash* or *land clearing debris*.
- **Question #9:** For column one, supply the anticipated cubic yards received at the facility during each defined quarter. For column two, include the anticipated cubic yards of waste removed from the facility during each defined quarter.
- **Question #10:** Please select if you intend to store the waste on site without processing until it is taken to a separate facility that can accept the stored yard waste and process it or if you process the material accepted on site yourself.
- **Question #11:** This only applies to a temporary holding site. List the names of all facilities that the temporarily stored yard waste is taken to.
- **Question #12:** Required of facilities that accept *yard trash* items. Composting is the controlled decomposition of organic waste by naturally occurring bacteria, yielding a stable, humus-like, pathogen-free final product resulting in volume reduction of 30-75%. The compost process must include the formation of windrows and the annual turning of the compost materials. Open burning of solid waste is prohibited, and fire equipment shall be provided to control accidental fires. **Note:** if you are composting pursuant to 15A NCAC 13B .1406 (10) temperature records must be maintained that show at least 131°F was maintained for three consecutive days per week so as to meet minimum pathogen reduction requirements before final compost is distributed. These records must be maintained for the field inspector upon request.
- **Question #13:** describe the mulching process. Only *woody yard trash* (tree limbs, untreated wood, and non-engineered wood/wood products) can be mulched at a facility that has a yard waste notification. Also, explain if the mulching process will include "yard trash" other than "high carbon nitrogen" material as described in NC G.S. 130A-290(45). Any *yard trash* that is mulched must be used for boiler fuel **ONLY**.

Submittal Instructions and Contact Information:

- This form may be signed with an electronic signature. Do not forget to upload your aerial photograph in **Question #2**. Your application is considered incomplete without it. To email the completed form simply click the submit button. Questions should be directed to:

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