

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
1111 EAST MAIN STREET, SUITE 1400, RICHMOND, VA 23219
P. O. BOX 1105
RICHMOND, VIRGINIA 23218**

**VIRGINIA HAZARDOUS WASTE MANAGEMENT REGULATIONS
HAZARDOUS WASTE EMERGENCY PERMITS
(9 VAC 20-60, 9 VAC 20-60-270, and 40 CFR § 270.61)**

In general, the following information is initially required:

1. Name, location, and mailing address of permit applicant and the Provisional EPA ID Number issued by the DEQ, for the emergency permit.
2. Name, location, and mailing address of facility generator, the contact person, phone number, e-mail address, and facility EPA ID No. (e.g., Permit ID No. or EPA Large Quantity Generator ID No., etc.)
3. Name, location, and mailing address of facility where the emergency permit storage or treatment activity is to occur, and the contact person, phone number, and e-mail address of the facility. (Note: this information may be the same or different as item No. 1 and 2 above.)
4. Name and address and phone number of operator (contractor) and name of individual(s) performing the proposed activity.
5. Qualifications of individual(s) performing treatment (i.e., resume(s)).
6. Chemical name(s) and a description of waste(s) and Hazardous Waste Number or Codes, as applicable. Provide the Manufacturer of the Chemical, size and type of container (e.g., 4 liter bottle, etc.), age of container, chemical and physical state of contents, as applicable.)
7. Reason for issuance of the emergency permit.
8. A description and map of the current waste storage location.
9. A description and map of the treatment area. Map is to include a depiction of 1,000 feet radius from the center of the emergency treatment area.
10. A description and a map of the transportation route from the storage area to the treatment area. (This map may be included with one of the other maps, if feasible.)
11. The date(s) when the emergency activity (storage/treatment) will occur.

12. Names and phone numbers of local officials to be contacted prior to treatment activity. (i.e., local fire, police departments, city manager, county supervisor, Local Emergency Planning Committee (LEPC), etc., as applicable.)
13. Transportation route and time of transportation if material will be transported off-site. Also, provide name of hazardous waste transporter, as applicable.
14. If treatment is to occur off-site, provide a written certification from the land owner that they agree to the proposed emergency permit activity on their property. (This would be the certification from the facility (Item No. 3 above), if it is an off-site facility.)
15. Evacuation route, if applicable.
16. Material handling and treatment procedure. Provide the primary step by step details of the key material handling and treatment procedures from storage to the completion of treatment at the treatment area.
17. Payment of the permit application fee: \$2310.
18. Authorization for the Newspaper to bill the applicant for the public notice (attached).

Permit Application Submittal – Submit the above permit application information to the attention of Ashby Scott below. Note that an Emergency Permit Application Boiler Plate Document is available to also assist applicants and to facilitate the timely issuance of the emergency permit. Contact Ashby Scott for this permit application document.

Department of Environmental Quality
Ashby Scott
Environmental Specialist II
1111 East Main Street, Suite 1400, Richmond, VA, 23219
P.O. Box 1105, Richmond, VA, 23218
Phone: (804) 350-5623
E-mail: Ashby.Scott@deq.virginia.gov

Payment of Application Fee - Please submit by mail: a cover letter which states the purpose of the payment and include a check for the permit application fee (\$ 2,310) to the DEQ Receipts Control address below. (Note: A copy of the cover letter and copy of the check should also be included with the permit application, if feasible.)

Department of Environmental Quality
Receipts Control
P. O. Box 1104
Richmond, VA 23218

Public Notice Authorization Form

AUTHORIZATION TO BILL APPLICANT FOR A PUBLIC NOTICE

I hereby authorize the Department of Environmental Quality (DEQ) to have the cost of publishing a public notice billed to the Agent/Department/Applicant shown below. The public notice will be published once in the following Newspaper: _____.

Agent/Department to be billed: _____

Applicant's Name and Address: _____

Agent's Telephone No: _____

Agent's e-mail: _____

Authorizing Agent: _____

Signature

Facility Name: _____

Provisional EPA ID No.: _____

ATTENTION PERMITTEE: PLEASE COMPLETE THIS FORM AND RETURN IT AS SOON AS POSSIBLE TO:

Department of Environmental Quality
Ashby Scott
Environmental Specialist II
1111 East Main Street, Suite 1400, Richmond, VA, 23219
P.O. Box 1105, Richmond, VA, 23218
Phone: (804) 350-5623
Fax: (804) 698-4178
E-mail: Ashby.Scott@deq.virginia.gov