



APPLICATION FOR WASTE TIRE PROCESSING OPERATION REGISTRATION

State Form 47221 (R5 / 12-17)

Approved by State Board of Accounts, 2017

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT
Solid Waste Permits Section
Office of Land Quality
100 N. Senate Avenue, IGCN 1101
Indianapolis, IN 46204-2251
Telephone: (317) 232-4473

INSTRUCTIONS:

1. Use this form to apply for a Waste Tire Processing Operation Registration under IC 13-20-13 and 329 IAC 15.
2. Fill in or attach all information requested in Parts A, B, and C.
3. Attach all information required in Part B.
4. Be sure that you have filled in this form completely and attached all required information (see Part B). We cannot finish our review of your application until it is complete.
5. When completed, return three (3) copies of this application form and all required attachments to the above address; however, **do not send the registration fee and the Registration Fee Transmittal Form (State Form 47215) to this address.**
6. **Please note**, a \$200 registration fee is required for a new registration or a registration renewal, as established at IC 13-20-21-2 through 13-20-21-3. You **must** submit this fee with a complete Registration Fee Transmittal Form (State Form 47215) to the address given on the Registration Fee Transmittal Form (State Form 47215).
7. Please make your check or money order payable to the "Indiana Department of Environmental Management."
8. For more information, contact IDEM's Office of Land Quality, Solid Waste Permits Section, at (317) 232-4473.

Waste Tire Account #35310-421750-94942

Part A. Print or type all information requested below.

1. This application is for a (check one):	<input type="checkbox"/> New registration \$200 Fee	<input type="checkbox"/> Renewal of existing registration \$200 Fee
2. For Renewals, enter existing registration number:		
3. This application is for a mobile operation:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Submittal date (mm/dd/yyyy):		

Note: If you store 1,000 or more waste tires in conjunction with this operation, and/or transport waste tires, you must also submit a complete application for a Waste Tire Storage Site Registration (State Form 47222) and/or a Waste Tire Transporter Registration (State Form 47220), along with the appropriate registration fees specified on the Registration Fee Transmittal Form (State Form 47215). In addition, all storage on site, regardless of the amount, must comply with the Indiana Fire Code (675 IAC 22-2.5). If you have any questions, please call (317) 232-4473.

5. Business Information
Business Name:
Owner Full Name:
Business Street Address (number and street):
City: State: ZIP: County:
Mailing Address (if different):
City: State: ZIP: County:
County (or Counties) business will operate in:
Day telephone: () - Evening telephone: () -
E-mail Address:
Business Contact Name (if different):
Day telephone: () - Evening telephone: () -
E-mail Address:

6. Business Owner Information
Full Name:
Street Address (number and street):
City: State: ZIP: County:
Mailing Address (if different):
City: State: ZIP: County:
Day telephone: () - Evening telephone: () -
E-mail Address:

7. Property Owner Information (if different from Business Owner)			
Full Name:			
Street Address (number and street):			
City:	State:	ZIP:	County:
Mailing Address (if different):			
City:	State:	ZIP:	County:
Day telephone: () -		Evening telephone: () -	
E-mail Address:			

8. Mobile Operation Information (for mobile processors only)			
<i>If more space is needed attach information to application.</i>			
Physical location 1 (Street Address):			
City:	State:	ZIP:	County:
Physical location 2 (Street Address):			
City:	State:	ZIP:	County:
Physical location 3 (Street Address):			
City:	State:	ZIP:	County:
Physical location 4 (Street Address):			
City:	State:	ZIP:	County:
Physical location 5 (Street Address):			
City:	State:	ZIP:	County:
Physical location 6 (Street Address):			
City:	State:	ZIP:	County:

Part B. Attach the following information required by IC 13-20-13 and 329 IAC 15-3-3 to your application:

1. **A United States Geological Survey (USGS) 7½ minute topographic map or equivalent that shows the boundaries of the Waste Tire Processing Operation.**
2. **A legal description of the property to be used.**
3. **A legible map of the Waste Tire Processing Operation that shows all of the following:**
 - Property boundaries.
 - On-site buildings.
 - Location, length, width, and height of each waste tire storage area.
 - Separation distances between waste tire piles.
 - Separation distances between tire piles and other salvaged material, lot lines, buildings, combustible materials, and other on-site activities.
 - Fences and other access control methods.

Note: You must submit a copy of this map to the fire department with jurisdiction over this processing operation as required by 329 IAC 15-3-6 (d) (3).

- 4. A description of the program that you will use to manage waste tires** at this processing operation, including all of the following:
- The anticipated sources and amounts of incoming waste tires.
 - The methods and equipment to be used to process the waste tires, and the materials that will result from the processing operation.
 - The names and locations of the anticipated destinations of waste tires and materials derived from waste tires.
 - The method and schedule for draining incoming waste tires.
 - The method and schedule for preventing waste tires from accumulating water. Describe how they will be covered or altered. If tires will be covered, describe the covering material to be used and how it will be anchored. If tires will be altered, describe what cutting or shredding equipment will be used, how it will be obtained, and how the altered tires will be stored. If you do not own the equipment, describe how you will obtain it.
 - Description of the buildings, signs, notices, and alarms at this processing operation.
 - Description of how and where all tires and materials derived from waste tires will be stored.
- 5. The contingency plan** required by 329 IAC 15-3-18. You may use the model contingency plan we provide ([State Form 54817](#)) or you may write your own. If you write your own contingency plan, it must include all of the information required by 329 IAC 15-3-18. Additionally, you must submit a copy of your contingency plan to the fire department with jurisdiction over this Waste Tire Processing Operation as required by 329 IAC 15-3-18(c)(2)(B).
- 6. Affidavit: Applicant Notification to Adjoining Property Owners/Occupants (New Registrations)** ([State Form 49785](#)) If the property you intend to use for your new Waste Tire Processing Operation is undeveloped land or is land for which no valid existing permit has been issued, Indiana law (IC 13-15-8) requires you to notify all adjoining land owners and occupants (including those persons owning or occupying property across the street or road from your operation) within ten (10) days of submitting the application. The affidavit is your confirmation to us you have made this notice.

If this requirement applies to the property described in this application, you must notify each adjoining property owner and occupant, in writing, including (1) the date this application was submitted to IDEM, and (2) a brief description of the subject of this application.

- 7. Copy of the Registration Fee Transmittal Form ([State Form 47215](#)) and Payment (check or money order)** you sent to the address given on the fee transmittal form.

Part C. Application Certification Statements:

1. Business Owner Certification Statement:

I certify that I am the business owner, or a person authorized to submit this application on behalf of the business owner. I further certify that the information in this application and attachments is true and accurate. I understand that processing of waste tires are subject to the requirements of 329 IAC 15 and that the business owner is responsible for complying with these regulations.

Name of Business Owner
(Print or Type): _____

Business Owner Signature: _____ **Date**
(mm/dd/yyyy): _____

2. Property Owner Certification Statement:

I certify that I own the property described in this application or I am authorized to sign this application on behalf of the property owner. I understand that a person may not maintain a Waste Tire Processing Operation in Indiana unless the person has registered the Waste Tire Processing Operation under IC 13-20-14 and holds a valid certificate of registration. I understand that the property described in this application will be used for a Waste Tire Processing Operation. I understand that Indiana law prohibits disposal, processing, and storage of waste tires on this property except in compliance with 329 IAC 10, 329 IAC 11, and 329 IAC 15. I understand that the property owner may be held responsible for violations occurring on this property.

Note: Any property that will also be used as a Waste Tire Transporter and/or Waste Tire Storage Site, must also register as a Waste Tire Transporter and/or Waste Tire Storage Site.

Name of Property Owner
(Print or Type): _____

Property Owner Signature: _____ **Date**
(mm/dd/yyyy): _____

Part D. Important information for Waste Tire Processing Operations:

Conversion Factors:

Average weight of one whole passenger tire = 20 lbs = 1 PTE (Passenger Tire Equivalent)
Average weight of one whole semi-truck tire = 100 lbs = 5 PTEs
100 passenger tires = 1 ton (2,000 lbs)
20 semi-truck tires = 1 ton (2,000 lbs)

Whole passenger tires	10 PTEs/yd ³	200 lbs/yd ³
Whole "semi" truck tires	3 semi-truck tires/yd ³	300 lbs/yd ³
Single pass/rough shreds	27-30 PTEs/yd ³	550-600 lbs/yd ³
2-inch shreds	42-47 PTEs/yd ³	850-950 lbs/yd ³

APPROXIMATE NUMBER OF WHOLE PTEs IN EACH PILE

PILE SIZE (in feet)	10 FT HIGH	11 FT HIGH	12 FT HIGH	13 FT HIGH	14 FT HIGH	20 FT HIGH	CONSTANT for one foot height increase or decrease
50' X 50'	9,259	10,185	11,111	12,037	12,963	18,519	926
100' X 50'	18,519	20,370	22,222	24,074	25,926	37,037	1,852
100' X 100'	37,037	40,741	44,444	48,148	51,852	74,074	3,704
150' X 100'	55,556	61,111	66,667	72,222	77,778	111,111	5,555
200' X 200'	148,148	162,963	177,778	192,593	207,407	296,296	14,815
1 ACRE	161,333	177,467	193,600	209,733	225,867	322,667	16,133
2 ACRE	322,667	354,933	387,200	419,467	451,733	645,333	32,267
3 ACRE	484,000	532,400	580,800	629,200	677,600	968,000	48,400

Note:

1. The above table is based on 10 whole PTEs/yd³ & 43,560 square feet per acre.
2. Compaction will influence the total number of tires. Factors that affect compaction include the overall height of the pile and the amount of time in the pile.
3. Be advised the Indiana Fire Code (675 IAC 22-2.5) prohibits tire piles greater than 5,000 square feet in continuous area, 50,000 cubic feet in volume, or 10 feet in height.

IMPORTANT NOTICE FOR INDIANA WASTE TIRE PROCESSING OPERATIONS

Indiana’s rules for Waste Tire Management (329 IAC 15) require all Waste Tire Processing Operations to prepare and keep current specific documents that (1) show how you will operate your business to minimize fire hazards and threats to human health and the environment, (2) show how you will clean up your processing operation in the event that operations cease, and (3) describe how many tires (volume or number) you managed in the past year and what you did with them.

329 IAC 15-3-18 requires you to prepare and submit a **contingency plan** with your application for registration. The contingency plan must describe how you will minimize the hazards from fires or explosions and the resulting contaminated water run-off, and how you will prevent or eliminate mosquitoes breeding in water that collects in improperly stored tires. For mobile processing operations, your plan must include how you will address these potential threats at your base facility and at all other locations where tires will be staged before you process the tires, while you are processing them, and after they are processed. You must revise this plan when required by 329 IAC 15-3-18(e). You must send a copy of this plan to the fire department with jurisdiction over your processing operation.

329 IAC 15-3-19 requires you to identify an **emergency response coordinator**: a person who can be contacted at any time and who is responsible for coordinating all emergency response actions at your processing operation. This may be more than one person as long as someone is always available to manage emergencies at the processing operation. Your emergency response coordinator(s) must be identified in your contingency plan.

329 IAC 15-3-20 requires you to submit an **annual tire summary** by **January 31** of each year reporting (1) how many tires you received during the previous calendar year, (2) what you did with them, and (3) how many tires you had left at the end of the year. You must submit this report through the Re-TRAC Connect website: <https://connect.re-trac.com/>. Once registered, an account is already set up for you to submit this information. To obtain your login credentials,

please e-mail olqregulatoryreporting@idem.IN.gov with your permit number and contact information.

Except for the fee registration form and check, you must submit the registration application and the support documentation listed above to:

**Indiana Department of Environmental Management
Office of Land Quality
Solid Waste Permits Section
IGCN 1101
100 North Senate Avenue
Indianapolis, IN 46204-2251**

You **must** submit the fee transmittal form ([State Form 47215](#)) and your \$200 payment for a new registration or renewal with the fee transmittal form to the address given on the fee transmittal form.

If you have questions, contact the Solid Waste Permits Section at (317) 232-4473.

You may request confidential compliance assistance through the Office of Pollution Prevention and Technical Assistance at (317) 232-8174.