

Georgia Department of Natural Resources

Environmental Protection Division
4244 International Parkway, Suite 104, Atlanta, Georgia 30354
Judson H. Turner, Director
(404) 363-7027

Guidance Document Scrap Tire Sorter Operation Plan

An operation plan for a proposed scrap tire sorting operation should be submitted to the Environmental Protection Division (EPD) for review and approval prior to the applicant beginning sorting operations. The format outlined in this guidance document should be followed in preparing the operation plan. The items listed below are the minimum requirements for inclusion in the plan. Additional information may be required depending upon the specific facility, location, topography, and method of sorting.

General

The paper size shall be 8 1/2" x 11" for the narrative and site plan.

Two copies of the operation plan (completed application and site plan) should be submitted for review and approval.

The operation plan shall be sent to:
Georgia Environmental Protection Division
Solid Waste Management Program
Waste Reduction Unit
4244 International Parkway, Suite 104
Atlanta, Georgia 30354

The operation plan must be complete at the time of submittal. The Waste Reduction Unit will conduct a completeness review within 10 days of receipt of an operation plan. Incomplete plans (i.e., plans that do not address each of the requirements identified below) shall be returned to the applicant. The Waste Reduction Unit will review complete plans and work with the applicant to obtain an approvable operation plan.

After determining that the operation plan is approvable, the Waste Reduction Unit shall assign an approval number for the sorting operation, issue an approval letter to the applicant and provide a copy of the approval letter and approved operation plan to the appropriate EPD District office.

Format

Title Sheet - the operation plan will have a title sheet containing the following:

- a. Company name
- b. Labeled "Scrap Tire Sorter Operation Plan"
- c. Table of contents

Section 1 – Application

- a. Completed application form
- b. Copy of notarized page 2 of application form signed by each owner
- c. List of all company owners including addresses, telephone numbers and percentage of ownership

Section 2 - Certification of Zoning

Provide a copy of a letter from the appropriate local zoning authority stating the property that will be used for sorting tires is properly zoned for this purpose.

Section 3 - Certification of Fire Protection

Provide a copy of a letter from the appropriate local fire authority stating that the fire protection measures planned or in-place are adequate for fire control at the facility. The letter should contain specific requirements by the local authority (e.g., number and location of fire extinguishers, need for sprinkler systems, etc.).

Section 4 - Location Map

Provide a street or highway map clearly showing the location of the sorting facility. Provide driving directions to the operation location from the nearest city.

Section 5 - Site Plan

- The plan should be drawn to scale (an appropriate scale should be used to accommodate an 8-1/2" x 11" page size)
- The plan should show the following:
 - a. Company name
 - b. North arrow
 - c. Location of buildings
 - d. Location of all tire-related equipment, if applicable
 - e. Location of all indoor and outdoor scrap tire, used tire, and waste material (e.g., rims, inner tubes, etc.) storage areas
 - f. Dimensions for all storage areas (rims, inner tubes, used tires, mixed tires, and scrap tires)
 - g. Fire lane dimensions around the perimeter of each outdoor tire stockpile
 - h. Indoor storage of tires must meet National Fire Prevention Association (NFPA) guidelines or be approved by the local fire department or fire marshal
 - i. Storage of tires in cages or enclosed trailers is acceptable; however, trailers must be a minimum of two feet apart and must be shown on the site plan
 - j. Location of fire fighting equipment (fire extinguishers, fire hoses, etc.)
 - k. Location and dimensions of berms or other protective measures to prevent liquid runoff from a potential tire fire from entering waters of the State. Berms must be a minimum of two feet high and three feet wide (at the base) and constructed of material, approved by EPD, that restricts or arrests any off site flow.
 - l. Location of nearby streams, drainage features, and storm drains on, or adjacent to, the property
 - m. Location of driveways and access control
 - n. Location of property lines

Section 6 - Operational Narrative

- Type of tires that will be sorted (passenger, truck, OTR, etc.)
- Description of all sorting operations
- Days and hours of operation
- Emergency response procedures to be followed in the event of a fire
- Mosquito and vector control procedures
- Vegetation control procedures
- Records maintenance (manifests and quarterly reports)

Section 7 – List of Other Local, State and Federal Permits or Approvals (if applicable)

- Scrap Tire Generator Identification Number
- Tire Carrier Permit Number
- Water Protection Permits
- Business License
- Notice of Intent (NOI) for General Stormwater
- Land Disturbance Permits
- Land Use Permit
- Other permits