MUNICIPAL SOLID WASTE LANDFILL SOLID WASTE FACILITY PLAN APPROVAL AMENDMENT APPLICATION CHECKLIST

SUBMITTAL OF APPLICATION

This checklist includes a complete listing of Solid Waste Facility Plan (SWFP) components, and is required to be completed and attached to your amendment application in accordance with A.R.S. §49-762.06. A complete amendment application should consist of a cover letter, the MSWLF amendment application, and details regarding the SWFP amendment including this checklist and the applicable supporting documentation and technical information. Please **note** the following:

- Ensure that any design drawings and/or calculations are sealed by an Arizona-registered professional of an appropriate discipline.
- For calculations, state any assumptions made and provide references for values and resources used.
- Should you determine an element is "not applicable," please formally address the item in the SWFP amendment and state "not applicable" and the basis for that determination (i.e., why is the element not applicable to this amendment process). Please note that items listed under Sections I, II, III and X are required to be submitted with the amendment application.
- If the design includes impoundments other than the impoundment of storm water, an Aquifer Protection Permit (APP) will be required in addition to an approved (amended) SWFP.
- Where *italics* are used within the SWFP amendment checklist, the information presented in italics is not required to be submitted in accordance with solid waste statutory or regulatory authority; however, it may be helpful to submit this information for the purpose of amendment application completeness.
- The completeness, organization, and clarity of your submittal will assist ADEQ in facilitating its review. Please number pages, and use good editorial practices such as section headers, and a Table of Contents. Provide technical references as needed.

Use the SWFP amendment checklist to ensure that you do not forget to include an amendment application component. The checklist also includes a cross-reference column in which the applicant is to note the location of the requested information in the application package, and a column for noting an item as "not applicable" (NA).

Should you have any questions regarding this process, please contact the Permits and Plan Review Unit at (602) 771-4123.

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www.azdeq.gov

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SOLID WASTE FACILITY PLAN APPROVAL AMENDMENT CHECKLIST

I.	LETTER OF TRANSMITTAL	CITATION(S)	LOCATION OF MATERIAL IN APPLICATION
☐	A letter of transmittal to the Department	NA	

II.	TABLE OF CONTENTS *Instructions: Please provide a detailed Table of Contents that follows the general outline of this SWFP checklist.*	CITATION(S)	LOCATION OF MATERIAL IN APPLICATION
☐	A table of contents listing the main sections of the application	NA	

III.	GENERAL INFORMATION	CITATION(S)	LOCATION OF MATERIAL IN APPLICATION
☐	Name of the facility	A.R.S. §49-762.07(A)(1) A.A.C. R18-1-503(A)(2)	
☐	General Description of the Facility Operation – The type and a general description of the solid waste facility operation; describe the type of amendment being sought, and list or generally describe the SWFP components (by category) impacted by the change.	A.R.S. §49-762.07(A)(3)	
☐	Owner Information – All owner's names, addresses, and telephone numbers	A.R.S. §49-762.03(A) A.A.C. R18-1-503(A)(1)	
☐	Operator Information – All operator's names, addresses, and telephone numbers	A.R.S. §49-762.03(A)	
☐	Agent Information – All names, addresses, and telephone numbers of any agents authorized to act on behalf of the applicant	A.A.C. R18-1-503(A)(3)	
☐	Facility Information	A.R.S. §49-762.07(A)(3)	
	☐ The physical location of the facility	A.R.S. §49-762.07(A)(1)	
	☐ The mailing address of the facility	A.R.S. §49-762.07(A)(1)	
	☐ The legal description of the facility by township, range and section; please specifically note any changes to the legal description from the most recent SWFP approval	A.R.S. §49-762.07(A)(2)	
	☐ The county assessor's book, map, and parcel number for the land on which the facility is located	A.R.S. §49-762.07(A)(2)	
	☐ Drainage characteristics at the facility	40 CFR §258.40(c)	

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III.	GENERAL INFORMATION	CITATION(S)	LOCATION OF MATERIAL IN APPLICATION
	☐ A current estimate of the life in years, fill size in acres, and capacity in tons of the proposed landfill; the application should include the rationale and method of calculation for each figure, and include an estimate of the volumes of daily, intermediate and final soil cover	40 CFR §258.1(f)(1)	
☐	Location Map – Provide a diagram of the property showing the location of the solid waste facility or facilities, and identify those areas impacted by the proposed amendment. What follows are ADEQ recommendations regarding the presentation of this information:	A.R.S. §49-762.07(A)(5)	
	☐ *Latitude and longitude;*		
	☐ *A legible scale of not over 1:62,500;*		
	☐ *Directions to the facility from a major existing roadway;*		
	☐ *The proposed service area;*		
	☐ *Location of the closest population centers; and*		
	☐ *Transportation systems including highways, airports and railways.*		
☐	*Aerial Photograph – It is recommended that an aerial photograph of the site be submitted, showing at least a one-half mile radius around the facility*		
☐	*Vicinity Map(s) – At a scale not over 1:24,000 that delineates:*		
	☐ *The area within one mile of the facility boundaries;*		
	☐ *Adjacent zoning and land use (including residences) within one mile of the facility boundaries;*		
	☐ *Access roads, bridges and railroads;*		
	☐ *Airports within 10,000 feet of the facility boundaries;*		
	☐ *Floodplains within one-half mile of the facility boundaries;*		
	☐ *Location of any surface water courses, wetlands and groundwater wells listed in public records or otherwise known to the applicant within one-half mile of the facility boundaries;*		
	☐ *Established historic sites, registered by the State Historic Preservation Office, located within one mile of the facility property boundaries; and*		
	☐ *Any other existing or proposed man-made, natural or other significant feature within one mile of the facility boundaries.*		

IV.	LOCATION RESTRICTIONS	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Irrigation Grandfathered Rights – New solid waste facilities may not be permitted if an irrigation grandfathered right is appurtenant to all or any part of the facility. The irrigation grandfathered rights may be retired through the Department of Water Resources.	A.R.S. §49-772(A)(1)	☐	
☐	Floodplains – > 25,000 cfs – No part of a facility seeking plan approval may be located within one half mile of a 100-year floodplain with flows in excess of 25,000 cfs.	A.R.S. §49-772(A)(2)[1]	☐	

[1] See A.R.S. §49-772(A)(2) for exceptions.

IV.	LOCATION RESTRICTIONS	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Floodplains – If the landfill is located in a 100-year floodplain, it must not restrict the flow of a 100-year flood, reduce temporary storage capacity of the floodplain or result in washout of solid waste.	40 CFR §258.11	☐	
☐	Airport Safety – The owner or operator of an existing solid waste landfill located within 10,000 feet of any airport runway end used by turbojet aircraft or 5,000 feet of any airport runway end used by only piston-type aircraft must demonstrate that the landfill is designed and operated so that it does not pose a bird hazard to aircraft. If located within a five mile radius of any airport runway end used by turbojet or piston-type aircraft, the affected airport and Federal Aviation Administration must be notified.	40 CFR §258.10	☐	
☐	Wetlands – Solid waste landfills shall not be located in wetlands unless the owner or operator can demonstrate all of the following:	40 CFR §258.12	☐	
	☐ A practicable alternative site is not available;	40 CFR §258.12(a)(1)	☐	
	☐ The construction and operation will not cause, contribute to the violation of any applicable state water quality standard, toxic effluent standard or prohibition, or jeopardize endangered or threatened species or critical habitat; or violate the Marine Protection, Research, and Sanctuaries Act.	40 CFR §258.12(a)(2)	☐	
	☐ The construction and operation will not cause or contribute to significant degradation of wetlands;	40 CFR §258.12(a)(3)	☐	
	☐ To the extent required under section 404 of the Clean Water Act or applicable state wetland laws, steps have been taken to attempt to achieve no net loss of wetlands by first avoiding impacts to wetlands to the maximum extent practicable through all appropriate and practicable compensatory mitigation actions.	40 CFR §258.12(a)(4)	☐	
☐	Fault Areas – Solid waste landfills shall not be located within 200 feet of a fault that has had displacement in "Holocene geologic time" (within the last 10,000 years) unless the owner or operator can demonstrate that an alternative setback distance will prevent damage to the structural integrity of the facility and will protect public health and the environment.	40 CFR §258.13	☐	
☐	Seismic Zones – Solid waste landfills shall not be located in seismic impact zones unless the owner or operator can demonstrate that all containment structures, including liners, leachate collection systems and surface water control systems are designed to resist the maximum horizontal acceleration in lithified earth material for the site.	40 CFR §258.14	☐	
☐	Unstable Areas – New and existing solid waste landfills that are located in an unstable area, such as areas with fissures, mass movement, highly expansive soils, or karst terrain, must demonstrate that engineering measures have been incorporated into the facility design to ensure that the integrity of the structural components of the facility will not be disrupted, including at a minimum an analysis of the following:	40 CFR §258.15(a)	☐	
	☐ On-site or local soil conditions that may result in significant expansion/collapse and/or differential settling;	40 CFR §258.15(a)(1)	☐	
	☐ On-site or local geologic or geomorphologic features;	40 CFR §258.15(a)(2)	☐	
	☐ On-site or local man-made surface or subsurface features or events (both surface and sub-surface).	40 CFR §258.15(a)(3)	☐	

V.	ADMINISTRATIVE DEMONSTRATIONS	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Financial Assurance Requirements – Municipal solid waste landfills will be required to demonstrate financial assurance. "Financial Assurance For Closure" requires MSWLF owners or operators to obtain a detailed written estimate, in current dollars, based on the cost of hiring a third party to conduct closure of the largest area of all MSWLF units open at any one time, plus the third party cost[2] for 30-years of post-closure activities for the entire facility.	40 CFR §258 Subpart G	☐	
☐	Technical Capability – A demonstration of the practicable capability of the owner or operator is required. Practicable capability includes a demonstration that the operator/operator of the solid waste facility is technically capable of constructing and operating the solid waste facility in accordance with the proposed plan. This demonstration may include the following:	40 CFR §258.40(d)(8)	☐	
	☐ *Pertinent professional licenses or certifications held*		☐	
	☐ *Professional training relevant to the construction or operation of the solid waste facility*		☐	
	☐ *Work experience relevant to the design, construction, or operation of a solid waste facility*		☐	
☐	The following information is required if the applicant is a federal agency, state agency, or political subdivision of the state:	A.R.S. §49-767	☐	
	☐ A copy of the formal action taken by the local governing body approving the site;	A.R.S. §49-767(A)	☐	
	☐ A copy of the posted notice identifying the affected property and a statement certifying that the notice was posted;	A.R.S. §49-767(B)	☐	
	☐ Verification that the notice identifying the affected property was delivered to real property owners within the area described; include a copy of the list of names and addresses of real property owners;	A.R.S. §49-767(C)	☐	
	☐ A copy of a notarized affidavit from the publishing newspaper, which includes the language and dates of the public notice; and	A.R.S. §49-767(D)	☐	
	☐ A copy of the written list of names and addresses of the governing body of any city, town, or unincorporated portion of any county that is located within the area described; or	A.R.S. §49-767(E)	☐	
	☐ Submit proof that proper zoning approval was obtained pursuant to the solid waste management rules (cite applicable rule).	A.R.S. §49-767(F)	☐	
☐	Restrictive Covenant – A restrictive covenant shall be placed on the disposal area of the facility before the director may grant plan approval for operation of a solid waste landfill; therefore a revised draft restrictive covenant may be required as part of the Facility Plan submittal.	A.R.S. §49-771	☐	

[2] These costs must be updated annually. See 40 CFR §258.71(a)(2) and §258.72(a)(2).

VI.	**OTHER APPROVALS/DEMONSTRATIONS** *Instructions: The information below includes regulatory requirements outside of solid waste permitting. Although not required to be submitted as part of the amended SWFP, ADEQ requests that each item below be addressed in terms of its applicability to the project. If applicable, a statement of the owner/operator's intent to obtain the appropriate permit, clearance, and/or authorization should be noted in the SWFP.*	**CITATION(S)**	**NA**	**LOCATION OF MATERIAL IN APPLICATION**
☐	*Archaeological Clearance – An archeological review of the site shall be conducted in accordance with the State Historic Preservation Act. The Department will accept a letter of concurrence signed by the State Historic Preservation Officer as evidence of archeological clearance.*		☐	
☐	*Floodplain – If the proposed facility is located in a floodplain, submit verification that an approval was obtained from the Local Floodplain Administrator.*		☐	
☐	*Well Drilling Registrations – A permit must be obtained from the Arizona Department of Water Resources for borings which encounter groundwater and for installation of groundwater monitor wells or piezometers. Provide copies of registrations.*		☐	
☐	*Presence of Endangered Plants and/or Species – A U.S. Fish and Wildlife Service clearance, and Arizona Game and Fish Department information request.*		☐	
☐	*Section 404 Permit/ADEQ 401 Certification – include a statement acknowledging whether the facility will be subject Section 404 and ADEQ 401 Certification and, if applicable, the facility will apply for and obtain the required permits.*		☐	
☐	*AZPDES Storm Water Permits – an AZPDES storm water discharge permit will be required for facility construction, and a separate permit may be required for operational activities. Please provide a statement indicating that the facility will apply for and obtain the required AZPDES permits to manage storm water run-off from the facility.*		☐	
☐	*New Source Performance Standards (NSPS) and Emission Guidelines (EG) – include a statement acknowledging whether the facility will be subject to NSPS and EGs for MSWFLs as set forth in 40 CFR §60, Subpart WWW and Subpart AAAA and, if applicable, the facility will apply for and obtain the required or amended permits.*		☐	
☐	*Landscape Plan – a landscape plan may be required in conjunction with municipal or local approvals issued in conjunction with your project.*		☐	

VII.	**OPERATING CRITERIA** *Instructions: The operation plan must describe the operational procedures necessary to reduce threats to public health and eliminate the possibility of releases.*		**CITATION(S)**	**NA**	**LOCATION OF MATERIAL IN APPLICATION**
☐	Procedures for excluding the receipt of hazardous waste including the following:		40 CFR §258.20	☐	
	☐	Random inspections of incoming loads	40 CFR §258.20(a)(1)	☐	
	☐	Records of any inspections	40 CFR §258.20(a)(2)	☐	
	☐	Training of facility personnel to recognize hazardous waste and PCB wastes	40 CFR §258.20(a)(3)	☐	
	☐	Notification if hazardous wastes are discovered at the facility	40 CFR §258.20(a)(4)	☐	
☐	Procedures for Excluding the Receipt of Bulk or Non-containerized Liquids.		40 CFR §258.28	☐	

VII.	OPERATING CRITERIA *Instructions: The operation plan must describe the operational procedures necessary to reduce threats to public health and eliminate the possibility of releases.*	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Discussion regarding application of adequate cover material, in an appropriate volume and at an appropriate frequency, to control disease vectors, fires, odors, blowing litter, and scavenging.	40 CFR §258.21	☐	
☐	Disposal Methods – The operation plan must describe how excavations will be performed, where filling will be commenced and its progression to each excavation, the actual placing of fill within each excavation and procedures for compaction and cover placement. The following should be included:	A.R.S. §49-762.07(A)(4)	☐	
	☐ Type of disposal facility (i.e., cell, trench or area);	A.R.S. §49-762.07(A)(3)	☐	
	☐ Standard details for typical cell, trench or area construction (i.e., length, width and height);	A.R.S. §49-762.07(A)(4)	☐	
	☐ Height of compacted refuse lifts (8-12 feet maximum for conventional equipment);	A.R.S. §49-762.07(A)(4)	☐	
	☐ Slope of working face (3 horizontal to 1 vertical maximum unless stability of steeper slopes can be demonstrated);	A.R.S. §49-762.07(A)(4)	☐	
	☐ Size of working face;	A.R.S. §49-762.07(A)(4)	☐	
	☐ Compaction procedures (maximum two foot layers of refuse before compaction in each 8-12 foot lift for conventional equipment). The waste and cover must be compacted separately;	A.R.S. §49-762.07(A)(4)	☐	
	☐ Procedures for applying daily cover;	40 CFR §258.21	☐	
	☐ Request for alternate daily cover, if applicable. Applicant is required to demonstrate that the alternative material and thickness control disease, vectors, fires, odors, blowing litter, and scavenging without presenting a threat to human health and the environment; and	40 CFR §258.21	☐	
	☐ Include provisions for collecting and transporting surface water run-off away from refuse at the working face.	40 CFR §258.26	☐	
☐	Litter Control – The operation plan must include procedures for control of on and off-site trash and windblown litter, and describe personnel both temporary and permanent available for policing the area as well as scheduled times for these activities.	A.R.S. §49-762.07(F)(1) 40 CFR §258.21	☐	
☐	Dust Control – The operation plan must include procedures used to reduce dust generation such as gravel packed roads and/or water truck availability and usage (refer to 40 CFR §258.24(a) for additional requirements).	A.R.S. §49-762.07(F)(1) 40 CFR §258.24(a)	☐	
☐	Disease Vector Control – The operation plan must include techniques that will, in combination with daily cover, minimize the disease vector population.	A.R.S. §49-762.07(F)(3) 40 CFR §258.22	☐	
☐	Explosive Gas Monitoring – The following explosive gas monitoring activities must be included in the facility plan:	40 CFR §258.23(a)	☐	
	☐ Type and frequency of landfill gas monitoring	40 CFR §258.23(b)	☐	
	☐ Action plan in response to gas level exceedances	40 CFR §258.23(c)	☐	
	☐ Any landfill gas monitoring required by the Clean Air Act, New Source Performance Standards and Emission Guidelines	40 CFR §258.24 40 CFR §60 Subpart WWW and AAAA	☐	
☐	Odor Control – The operation plan shall include techniques that will, in combination with daily cover, minimize odor.	A.R.S. §49-762.07(F)(1) 40 CFR §258.21	☐	
☐	Fire Control – The operation plan must include procedures used for prevention of fires.	A.R.S. §49-762.07(F)(3) 40 CFR §258.21	☐	

VII.	OPERATING CRITERIA *Instructions: The operation plan must describe the operational procedures necessary to reduce threats to public health and eliminate the possibility of releases.*	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Access Control – The operation plan must include provisions for control of public access to prevent unauthorized vehicle access and/or illegal dumping.	A.R.S. §49-762.07(F)(4) 40 CFR §258.25	☐	
☐	Equipment – A description of waste storage and treatment equipment	A.R.S. §49-762.07(A)(3)	☐	
☐	Recordkeeping Requirement – 40 CFR §258.29 requires municipal solid waste landfills to record or maintain near the facility, unless an alternate location has been approved by the Director, the following documents:	A.R.S. §49-762.07(A)(3) 40 CFR §258.29	☐	
	☐ Location restrictions;	40 CFR §258.29(a)(1)	☐	
	☐ Inspection records, training procedures, and notification requirements of 40 CFR §258.20;	40 CFR §258.29(a)(2)	☐	
	☐ Gas monitoring results, remediation plans, and notification requirements of 40 CFR §258.23;	40 CFR §258.29(a)(3)	☐	
	☐ MSWLF unit design documentation for placement of leachate or gas condensate in a MSWLF;	40 CFR §258.29(a)(4)	☐	
	☐ Demonstration, certification, finding, monitoring, testing, or analytical data;	40 CFR §258.29(a)(5)	☐	
	☐ Closure and post-closure care plans and any monitoring results, testing, or analytical data;	40 CFR §258.29(a)(6) 40 CFR §258.60 40 CFR §258.61	☐	
	☐ Cost estimates and financial assurance documentation required for closure, post-closure, and remediation by Subpart G, of 40 CFR §258.70-74; and	40 CFR §258.29(a)(7) 40 CFR §258.70-74	☐	
	☐ Any information demonstrating compliance with the small community exemption as required by 40 CFR §258.1(f)(2).	40 CFR §258.29(a)(8) 40 CFR §258.1(f)(2)	☐	
☐	Waste Characterization –Include a listing of the types and volumes of wastes handled. Special handling and segregating procedures for incoming wastes must be addressed in the plan.	A.R.S. §49-762.07(A)(3) and (4)	☐	
	☐ Household waste;	A.R.S. §49-701(13)	☐	
	☐ Construction debris (from demolition and construction activities);	A.R.S. §49-701(5)	☐	
	☐ Vegetative waste (grass, leaves, trees, etc.);	A.R.S. §49-701(36)	☐	
	☐ White goods or large appliances (refrigerators, stoves, etc.);	A.R.S. §49-762.07(A)(3)	☐	
	☐ Tires;	A.R.S. §44-1304 A.A.C. R18-13-1201 et seq.	☐	
	☐ Animal carcasses;	A.R.S. §49-762.07(A)(3)	☐	
	☐ Asbestos (friable and/or non-friable);	A.R.S. §49-762.07(A)(3)	☐	
	☐ Sewage sludge (from a wastewater treatment plant);	A.R.S. §49-762.07(A)(3)	☐	
	☐ Septage (pumpings from septic tanks)(household waste);	A.R.S. §49-701(14) A.R.S. §49-762.07(A)(3) A.A.C. R18-13-1102 et seq.	☐	
	☐ Special waste;	A.R.S. §49-762.07(F)(4) A.A.C. R18-13-1301 et seq. A.A.C. R18-13-1601 et seq.	☐	
	☐ Pesticide and other empty containers;	A.R.S. §49-762.07(A)(3)	☐	
	☐ Industrial and commercial process waste (liquid and solid);	A.R.S. §49-762.07(A)(3)	☐	
	☐ Medical waste as defined in A.R.S. §49-701.20; and	A.R.S. §49-701.20 A.R.S. §49-762.07(F)(4) A.A.C. R18-13-1401 et seq.	☐	
	☐ Hazardous waste from households and conditional exempted small quantity generators.	A.R.S. §49-762.07(A)(3)	☐	

VII.	OPERATING CRITERIA *Instructions: The operation plan must describe the operational procedures necessary to reduce threats to public health and eliminate the possibility of releases.*	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	*Contingency Plan – An operational contingency plan is recommended and may include:*		☐	
	☐ *Steps to be taken in the event of a fire at the facility, including the distance to the nearest fire department, how they will be notified in case of an emergency and the estimated response time;*		☐	
	☐ *Actions to be taken with respect to personnel and user safety, including a discussion on employee first aid training, ambulance service availability and the distance to the nearest hospital. Communication with emergency services must be available at the facility;*		☐	
	☐ *Facility shutdown due to inclement weather or act of God;*		☐	
	☐ *Equipment breakdown;*		☐	
	☐ *Release of hazardous or toxic materials;*		☐	
	☐ *Presence of leachate in leak detection or secondary leachate collection system;*		☐	
	☐ *Tank or surface impoundment spills or leaks (including the removal of the waste and repair of the structures);*		☐	
	☐ *List of emergency coordinators for the facility with their telephone numbers; and*		☐	
	☐ *List of emergency equipment maintained on site, the physical location of the emergency equipment and an evacuation plan.*		☐	

VIII.	DESIGN CRITERIA	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	A site drawing	A.R.S. §49-762.07(A)(5)	☐	
	☐ Facility access points and traffic routing within and around the facility (include existing, planned and future all-weather access roadways);	A.R.S. §49-762.07(A)(4)	☐	
	☐ All buildings, appurtenances, structures (including scales, recycling facilities, transfer facilities, inspection areas and employee and equipment cleanup areas), parking areas and utilities (both above and below ground) within the facility boundaries;	A.R.S. §49-762.07(A)(3)	☐	
	☐ All fire breaks and buffer zones;	A.R.S. §49-762.07(A)(4)	☐	
	☐ Fences, gates and litter control structures;	A.R.S. §49-762.07(A)(4)	☐	
	☐ Soil cover material, waste and material (including recyclables) stockpiling areas;	A.R.S. §49-762.07(A)(4)	☐	
	☐ Property lines, boundary of the filling area(s) and proposed future expansion areas;	A.R.S. §49-762.07(A)(3)	☐	
	☐ Screening and/or landscaping used to provide noise reduction and reduce nuisances from the facility;	A.R.S. §49-762.07(A)(4)	☐	
	☐ Evaporation ponds; and	A.R.S. §49-762.07(A)(4)	☐	
	☐ Existing and proposed soil borings and monitoring wells.	40 CFR §258.40(c)(1)	☐	
☐	Liner and Alternative Liner System		☐	
	☐ Liner system details including base liner specifications and development.	40 CFR §258.40(a)	☐	

VIII.	DESIGN CRITERIA	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
	☐ Alternative liner design (if applicable) including a discussion as to why the alternative system is appropriate based upon the following criteria: • Hydrogeologic characteristics • Climatic factors • Physical and chemical characteristics of leachate • Liner leakage calculations	40 CFR §258.40	☐	
☐	Surface Water Management	40 CFR §258.40(c)	☐	
	☐ Existing and proposed site topography;	40 CFR §258.40(c)(1)	☐	
	☐ Existing and proposed excavation grades that extend beyond the proposed facility boundaries;	40 CFR §258.40(c)(1)	☐	
	☐ Storm water drainage plan including a discussion on hydrology and hydraulics, and storm water run-off and run-on drainage control systems including calculations and modeling;	A.R.S. §49-762.07(F)(2) 40 CFR §258.26 40 CFR §258.27	☐	
	☐ Drawings showing construction details for storm water control devices including channels, sloping, diversion devices, and any other structural controls for the management of storm water;	A.R.S. §49-762.07(F)(2) 40 CFR §258.26 40 CFR §258.27	☐	
	☐ Flood control structures designed for a 100-year flood if located in a 100-year floodplain; and	40 CFR §258.11	☐	
	☐ Critical grades and elevations of collection pipe inverts, drainage envelopes, manholes, cleanouts, valves, sumps and drainage blanket thicknesses.	40 CFR §258.40(d)	☐	
☐	Landfill Gas Collection and Monitoring	40 CFR §258.23	☐	
	☐ Conceptual and/or actual landfill gas management system description, including, monitoring probe and well locations and design, new source performance standards and emissions guidelines gas control system, active or passive system components and design including: • Assurance that methane gas generated by the facility does not exceed 25 percent of the lower explosive limit in facility structures; and • The concentration of methane gas does not exceed the lower explosive limit for methane at the facility boundary.	40 CFR §258.23	☐	
	☐ Conceptual and/or actual landfill gas monitoring network details including the methane collection system design basis and supporting calculations	40 CFR §258.23	☐	
☐	Leachate Collection and Recovery System	40 CFR §258.40(a)	☐	
	☐ Calculations for leachate collection system maintaining < 30 cm depth including the anticipated volume of leachate generation	40 CFR §258.40(a)(2)	☐	
	☐ Leachate sump details	40 CFR §258.40(a)	☐	
	☐ Base liner and LCR details	40 CFR §258.40(a)	☐	
	☐ System design modeling and model output	40 CFR §258.40(a)	☐	
	☐ A description of the leachate collection system design, including piping diagrams, capacity	40 CFR §258.40(a)	☐	

VIII.	DESIGN CRITERIA	CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Slope Stability	A.R.S. §49-762.07(A)(4)	☐	
	☐ Slope stability calculations and modeling; include excavation and appropriate phases. Additional modeling for any unique conditions related to design (e.g., slopes steeper than 3:1, etc.), fill sequencing, geology or geometry of the facility may be appropriate.	A.R.S. §49-762.07(A)(4)	☐	
☐	Design Specifications for Materials and Construction	40 CFR §258.40	☐	
	☐ Engineering design plans, site drawings and cross-sections showing the proposed facility development and fill sequences. Include location map, existing conditions, subgrade plans;	40 CFR §258.40(d)	☐	
	☐ Earthwork specifications (foundation, liner, drainage, final cover, etc.) including clearing, grubbing, excavation and stockpiles;	40 CFR §258.40	☐	
	☐ Synthetic liner specifications (foundation, liner, drainage, final cover, etc.);	40 CFR §258.40	☐	
	☐ Geotextile specifications (foundation, liner, drainage, final cover, etc.);	40 CFR §258.40	☐	
	☐ Geogrid, geonet or other synthetic drain material specifications;	40 CFR §258.40	☐	
	☐ Geosynthetic clay liner material specifications;	40 CFR §258.40	☐	
	☐ Pipe specifications (leachate collection, storm water conveyance, etc.);	40 CFR §258.40	☐	
	☐ Riprap, gabions, or other scour protection specifications; and	40 CFR §258.40	☐	
	☐ Seeding, fertilization, mulching, or other erosion prevention specifications.	40 CFR §258.40	☐	
☐	Revised QA/QC Plan and Construction Certification	40 CFR §258.40	☐	
	☐ A discussion on the delineation of the responsibilities for the revised QA/QC management organization, including the chain of command of the QA/QC inspectors and contractors;	40 CFR §258.40	☐	
	☐ A description of the required level of experience and training for the contractor, the crew, and QA/QC inspectors for every phase of construction in sufficient detail to demonstrate that the installation methods and procedures will be properly implemented; and	40 CFR §258.40	☐	
	☐ A description of the QA/QC testing protocols for every major phase of construction, which includes:	40 CFR §258.40	☐	
	☐ The frequency of inspections;	40 CFR §258.40(a)	☐	
	☐ Field testing requirements;	40 CFR §258.40(a)	☐	
	☐ Sampling for laboratory testing;	40 CFR §258.40(a)	☐	
	☐ Laboratory testing requirements;	40 CFR §258.40(a)	☐	
	☐ Laboratory and field inspection methods;	40 CFR §258.40(a)	☐	
	☐ The limits for test failure for each item tested; and	40 CFR §258.40(a)	☐	
	☐ A description of the corrective procedures to be used upon test failure.	40 CFR §258.40(a)	☐	

VIII.	DESIGN CRITERIA		CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
	☐	Include a statement in your QA/QC Plan that the following items will be included in the QA/QC Report: • All QA/QC testing conducted in accordance with the approved QA/QC Plan (including documentation of any failed test results); • Descriptions of procedures used to correct the improperly installed material and statements of all retesting performed; • As-built drawings noting any deviation from the approved engineering plans including a narrative summarizing the daily reports from the project engineer and a series of color photographs of major project features; and • A description of the construction certification process indicating the timing of certification and that construction was completed in conformance with approved plans & specifications developed for the facility.	40 CFR §258.40(a)	☐	

IX.	GROUNDWATER MONITORING ACTIVITIES		CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
☐	Request for exemption if it can be demonstrated that there is no potential for migration of hazardous constituents from the MSWLF to the uppermost aquifer during the active life of the facility		40 CFR §258.50(b)	☐	
☐	Groundwater monitoring system		40 CFR §258.51	☐	
	☐	Discussion of local hydrogeology impacting the facility and any groundwater investigation(s) performed in designing the proposed groundwater monitoring system. Discuss historical groundwater trends. From these discussions, it should be clear as to why the monitoring system is appropriate. Specifically discuss proposed changes to the groundwater monitoring system based upon the scope and nature of the proposed amendment. Include geologic cross-sections. Include groundwater elevation maps as appropriate.	40 CFR §258.51	☐	
	☐	Demonstrate that the system is designed with the appropriate number of wells, installed at appropriate locations, to yield water from the uppermost aquifer that is representative of background ground water that has not been affected by leakage from the unit. Include boring logs and map locations.	40 CFR §258.51(a)(1)	☐	
	☐	Demonstrate that the system is designed with the appropriate number of wells, installed at appropriate locations, to yield water from the uppermost aquifer that is representative of the quality of ground water passing a relevant point of compliance.	40 CFR §258.51(a)(2)	☐	
	☐	Demonstrate that monitoring wells are cased in a manner that maintains the integrity of the monitoring well bore hole, and are constructed to allow for sample collection and sealed to prevent contamination.	40 CFR §258.51(c)	☐	

IX.	GROUNDWATER MONITORING ACTIVITIES		CITATION(S)	NA	LOCATION OF MATERIAL IN APPLICATION
	☐	Demonstrate that the number, spacing and depths of monitoring systems are appropriate for the aquifer thickness, groundwater characteristics, and geologic configuration of the areas in which they are installed	40 CFR §258.51(d)	☐	
	☐	Identification of the point of compliance and either verification that the POC is still appropriate or the identification of a new or additional POC based on the proposed amendment	40 CFR §258.40(d)	☐	
☐	Sampling and analysis requirements;		40 CFR §258.53	☐	
	☐	Describe the groundwater monitoring program including procedures for assuring consistent sampling and analysis, and for assuring monitoring results provide an accurate representation of ground water quality and the background and down-gradient wells. Include sample collection, preservation, shipment, analytical procedures, chain of custody, and QA/QC procedures.	40 CFR §258.53(a)	☐	
	☐	Demonstrate that the groundwater monitoring program includes appropriate sampling and analysis methods. *A discussion on regional water quality may be appropriate.*	40 CFR §258.53(b)	☐	
	☐	Demonstrate that the groundwater monitoring procedures and frequency are adequate to protect human health and the environment.	40 CFR §258.53(c)	☐	
	☐	Provide procedure for determining groundwater elevations prior to purging	40 CFR §258.53(d)	☐	
	☐	Include procedures for determining background concentrations for each required parameter or constituent	40 CFR §258.53(e)	☐	
	☐	Support the basis for the number of samples collected to establish background water quality; identify the statistical methods proposed for use.	40 CFR §258.53(f)	☐	
	☐	Provide a discussion regarding the statistical method to be used to determine if a statistically significant increase over background values for each constituent has occurred.	40 CFR §258.53(i)	☐	
☐	Detection monitoring program;		40 CFR §258.54	☐	
	☐	Provide a detailed description of any proposed changes to the detection monitoring program in place at the MSWLF; indicate which, if any, Appendix I parameters or AWQS will be omitted	40 CFR §258.54(a) A.R.S. §49-761(B)(2)	☐	
	☐	Indicate the monitoring frequency of the detection monitoring program; if an alternative frequency is proposed, demonstrate why the alternative frequency is appropriate	40 CFR §258.54(b)	☐	
	☐	Provide a discussion as to how a statistically significant increase over background concentrations will be determined based on the configuration of the proposed detection monitoring network	40 CFR §258.54(c)	☐	
☐	Assessment monitoring program		40 CFR §258.55	☐	
	☐	Describe in detail the assessment monitoring program to be implemented in the event of a statistically significant increase over background has been detected for one or more of the constituents listed in Appendix I.	40 CFR §258.55(a)	☐	

X.	CLOSURE & POST-CLOSURE		CITATION(S)	LOCATION OF MATERIAL IN APPLICATION
☐	Closure		40 CFR §258.60	
	☐	Provide specifications for the conceptual final cover system, including technical specifications and drawings; or provide specifications for conceptual alternative final cover system including calculations, demonstrations and drawings. The liner must meet the following requirements: • Be of an appropriate permeability in accordance with §258.60(a)(1) • Include an infiltration layer that contains a minimum of 18-inches of earthen material • Include an erosion layer that contains a minimum of 6-inches of earthen material capable of sustaining native plant growth	40 CFR §258.60(a)	
	☐	If an alternative cover is proposed, demonstrate that the proposed alternative system meets performance standards for infiltration and erosion; provide the specifications and performance standards for the proposed alternative system.	40 CFR §258.60(b)	
	☐	For the cover system, provide drawings/cross-sections, proposed slopes, stability modeling, drainage details including storm water flow, and design of the landfill gas collection system.	40 CFR §258.60	
	☐	Provide a written closure plan that describes the steps necessary to close all MSWLF units at any point during their active life. Include: • final cover design and installation details, including cross-sections, drawings, modeling, slopes, drainage, leachate management, and landfill gas collection, • an estimate on the largest area requiring final cover, • an estimate of maximum inventory of wastes ever on-site over the active life of the landfill, and • a schedule for completing all activities necessary to satisfy the closure criteria.	40 CFR §258.60(c)	
	☐	*Conceptual QA/QC Plan for closure*		
	☐	Provide the estimated closure cost including cost basis and calculations (in conjunction with the financial assurance demonstration). Indicate assumptions made. Include references.	40 CFR §258.71	
	☐	Acknowledge within the SWFP that the Closure Plan must become part of the operating record and that notification to the State Director of its placement in the operating record is required.	40 CFR §258.60(d)	
	☐	Acknowledge within the SWFP that notification of the State Director of intent to close a unit will be made and placed in the operating record prior to initiating closure activities.	40 CFR §258.60(e)	
	☐	Include in the closure plan a closure schedule that is compliant with the timeframes set forth in 40 CFR §258.60(f) and (g), including the timeframes associated with the receipt of final waste and the schedule to complete closure within 180 days.	40 CFR §258.60(f) and (g)	
	☐	Include in the closure plan a statement acknowledging that certification of closure will be performed by an independent registered professional engineer verifying that closure was performed in accordance with the closure plan.	40 CFR §258.60(h)	

X.	CLOSURE & POST-CLOSURE		CITATION(S)	LOCATION OF MATERIAL IN APPLICATION
	☐	Include in the closure plan a statement indicating that a deed restriction noting the landfill existence and closure will be placed upon the deed, the State Director will be notified, and the amended deed will be placed in the facility operating record.	40 CFR §258.60(i)	
☐	Post Closure		40 CFR §258.61	
	☐	Provide a plan for post-closure care including maintaining the effectiveness of final cover, maintenance of leachate collection systems, monitoring of groundwater, and maintenance of gas monitoring systems.	40 CFR §258.61(a) and (b)	
	☐	Provide a description of the maintenance and monitoring activities, and the frequency at which those activities will be performed. Include discussion regarding: • on-going site security • inspections including protocols and frequency	40 CFR §258.61(c)(1)	
	☐	A description of the planned uses of the property during the post closure period.	40 CFR §258.61(c)(3)	
	☐	Acknowledge within the SWFP that the Closure Plan must become part of the operating record and that notification to the State Director of its placement in the operating record is required.	40 CFR §258.61(d)	
	☐	Include in the closure plan a statement acknowledging that certification of closure will be performed by an independent registered professional engineer verifying that closure was performed in accordance with the closure plan.	40 CFR §258.61(e)	
	☐	Estimated post-closure costs (in conjunction with the financial assurance demonstration).	40 CFR §258.72	

Pursuant to Arizona Revised Statutes (A.R.S. § 41-1030):

(1) ADEQ shall not base a licensing decision, in whole or in part, on a requirement or condition not specifically authorized by statute or rule. General authority in a statute does not authorize a requirement or condition unless a rule is made pursuant to it that specifically authorizes the requirement or condition.

(2) Prohibited licensing decisions may be challenged in a private civil action. Relief may be awarded to the prevailing party against ADEQ, including reasonable attorney fees, damages, and all fees associated with the license application.

(3) ADEQ employees may not intentionally or knowingly violate the requirement for specific licensing authority. Violation is cause for disciplinary action or dismissal, pursuant to ADEQ's adopted personnel policy. ADEQ employees are still afforded the immunity in A.R.S. §§ 12-821.01 and 12-820.02.

— End of Solid Waste Facility Plan Approval
Amendment Application Checklist —