



What to Expect When We're Inspecting

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MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION

Protecting Maine's Air, Land and Water

The Inspection Process

Annual transfer station inspections are routine

- If violations are identified, follow-up inspections and/or more frequent routine inspections may be conducted

Generally, we conduct unannounced inspections during operating hours

- This may differ depending on inspector preference

Generally, the inspector will check in with the transfer station attendant before beginning the inspection



The Inspection Process

The inspector may opt to conduct the inspection independently


The inspector may request assistance from transfer station staff, such as:

- Unlocking UW storage areas
- Providing the Operations Manual for review
- Answering specific questions

The inspector will take notes and photos on a state-issued cell phone for reporting purposes



What We Look For

 <p>State of Maine Department of Environmental Protection Solid Waste Facility Site Assessment Report</p>	
Facility Name and Address:	
Facility check completed by:	Date:
	Time:
Weather:	
License #:	
General Remarks:	
THIS FORM BEST FOR TAKING TO THE SITE DURING THE INSPECTIONNO PHOTO OR TEXT BLOCKS**	
Substantive compliance issues that require an addition inspection?	
<input type="checkbox"/> No <input type="checkbox"/> Yes, see <i>Inspection Summary</i> for recommended actions.	
Site assessment checklist sent to:	
Preliminary Items	
.....	Suitable barriers or fencing and gates to limit unauthorized persons
.....	Posted hours of operation and other limitations
.....	Attendant on duty
.....	Signage to indicate where waste streams are to be unloaded (for each waste stream)
.....	Safe and efficient traffic movement
.....	Evidence of special wastes or hazardous wastes not specifically permitted
.....	Evidence of program for the control and elimination of vectors
.....	Fire extinguishers maintained
.....	Evidence of discharge from equipment/compactors/dust control/odor control/litter
.....	Disposal of any wastewater/leachate retained in a holding tank or approval for disposal
.....	Disposal of solid waste other than inert fill?
Stored Wastes	
.....	Uncovered storage areas for white goods/tires/CDD must be no greater than 2,500 sq ft
.....	Tire storage areas (if larger than 625 sq ft surrounded by 25-foot mineral strip fire break)
.....	MSW area management (covered structure or covered, leakproof containers)
.....	CDD area management
.....	Metals/white goods area management

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.....	Uncovered storage areas for wood wastes/CDD wood must be no more than 1 acre (if approved for greater than 1 acre, the storage area must be cleaned on an annual basis through the turnover of wood waste in the storage area)
.....	Outside, unpaved storage areas need min 2 ft separation between seasonal water table and bedrock, unless the in-situ soils are sand and gravel. If in-situ soils are sand and gravel, 2 ft of till soils must be placed over the sand and gravel
.....	Treated wood/OSB/plywood stored separately and disposed in a facility approved for the waste. Not used in the production of biomass fuel, compost, or mulch, and not burned on site
.....	Burn area has 2-ft-thick soil base pad or on a reinforced concrete pad greater than 625 sq ft, fire break (25 feet wide cleared to mineral soil, then a 25-foot-wide grass strip), ash not deeper than 6", and stored in covered, leakproof container after cooling
.....	Separate area for hot loads to be extinguished or spread in a thin layer to cool
.....	Waste paint stored in a covered, well-ventilated structure with impervious floor
Used Oil Collection	
.....	Tanks protected by bollards or similar devices and secured to prevent tipping
.....	Constructed of steel or other non-porous material
.....	Sewers, floor drains, or storm water catch basins in immediate area of tank?
.....	OUTDOOR TANK: the tank must be watertight; double-walled or secondary containment with 110% capacity; has roof cover; ability to remove liquids in the containment system
.....	INSIDE TANK: rigid piping, funnel rigidly attached, double-walled or secondary containment with capacity for 50% of the contents of largest tank
.....	Tanks in good condition; no severe rusting; no apparent structural defects or deterioration; no visible leaks; located for easy inspection of leaks
.....	Clearly labeled with "Used Oil"
.....	Locked; addition of oil supervised; oil inspected by sight or scent
.....	Used oil removed by licensed waste oil transporter if taking more than 50 gallons a time
Universal Waste Area	
.....	Area labeled, locked when not in use
.....	Proper containers, labeled with contents and beginning accumulation date
.....	Fluorescent lamp storage area (breakage, storage)
.....	Weekly inspection log
Organics Management Area (Food Waste)	
.....	If provided, are containers covered and cleaned off-site
.....	Odor/leachate/vector controls in place
.....	Composting activities exempt from licensing? (receive in 30 consecutive days, less than 10 yds ² of 1A, and/or less than 5 yds ² of either IB or IC)
Additional	
.....	Operations manual on site
.....	Training records maintained
.....	Contracts in place for MSW removal
.....	Solid waste stored for beneficial use or recycling removed at least every 2 years
.....	Annual reports submitted
.....	Any changes from the original permit impacting the amount/quality of stormwater runoff
.....	Any changes from the original permit which require an application/license (setbacks maintained?)
.....	Monitoring program data (if required) up to date

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What We Look For

We do not expect perfection

Inspections focus on the following:

- Evaluating your routine operations
- Assisting with troubleshooting recurring problems (e.g. litter, vectors, odors)




What Happens Next

Inspector will finish the report



Report will be sent to the
contact we have on file



Inspector may conduct additional
inspections to follow up on specific
violations



Questions?





Contact:

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www.maine.gov/dep

