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# Twin Landfill

## Administrative Amendment Planning Director's Findings

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**ACTIVITY #:** PL-15-1016

**DIRECTOR DECISION:** August 28, 2015

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**PETITIONER:** Twin Landfill

**PETITION:** Modification of approved site plan for the recycle building

**LOCATION:** 3 parcels of land (approximately 240 acres total) located in Sections 16 and 21 Township 6 Range 86;  
20650 County Road 205

**ZONE DISTRICT:** A/F

**AREA:** 240 acres

**STAFF CONTACT:** Alan Goldich

**ATTACHMENTS:**

- Applicant's Narrative
- Site Maps
- Referral agency comments

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### History:

The Milner Landfill has been used as a landfill since 1970. The first Special Use Permit was issued in 1984 with amendments to this permit throughout the years.

The most recent amendments were approved in 2013 and 2014 under permit PP2013-039 and PP2014-066, respectively. PP2013-039 included the addition of a recycling building, a shop, and a new office/scale house. PP2014-066 swapped the locations of the recycle building and the shop. The location of the shop was also moved a bit because of poor soil where the permittee originally wanted it to go. The existing office trailers were removed after the completion of the new office. During that application, the issue of the structures in the Home Resource Center not having building permits came up. A condition of approval was applied which required all of the structures to get building permits or be removed and that no member of the public was allowed in a structure until final inspections were conducted. Impacts to the County Road were also discussed and a set of conditions acceptable to the County and the applicant were approved.

Under the current approvals, the landfill has a life expectancy of approximately 65 years. The landfill also has approvals for a composting area, non-hazardous liquid waste solidification basin, gravel extraction which includes screening and crushing for landfill use only, the structures in the Home Resource Center (some will remain and some will obtain building permits), an office/scale house, two shops, and a recycling building.

The Colorado Department of Public Health and Environment (CDPHE) – Hazardous Material and Waste Management Division approves of the current Design and Operations plan.

### **Site Description:**

The landfill is 165 acres. It is on the south side of Hwy 40 west of Milner. County Road 205 is used to access the landfill. The landfill is on the site of an old coal mine. As viewed from the highway, several ridges are behind the landfill which prevents any of the activities of the landfill from being skylined.

### **Project Description:**

The current approval has a recycle building next to the existing shop, and on the site of the old office trailers. The applicant would like to move the recycle building to the east, to the other side of the access road that runs through the area.

### **Staff Comments:**

- Condition 26 has been removed because, at the time of report preparation, the slab of the structure had been poured and a sand and oil interceptor was in place.
- Condition 30 has been removed because building permits were 90% complete at the time of report preparation. A few minor items needed to be addressed prior to building permits being issued, but staff anticipates completion of these projects.

## **Compliance with the Routt County Master Plan, Sub Area Plans and Zoning Resolution**

The Routt County Master Plan, Sub Area plans and Zoning Resolution contain dozens of policies and regulations regarding land use. Section 5 of the regulations are designed to limit or eliminate conditions that could negatively impact the environment and/or use of surrounding properties, and shall apply in all Zone Districts and to all land uses unless otherwise noted. Section 6 Regulations apply to all Minor, Administrative, Conditional or Special uses allowed by permit only, PUD plans, Site plans, and Subdivisions.

The following checklist was developed by Planning Staff to highlight the policies and regulations most directly applicable to this petition. The checklist is divided into six (6) major categories:

1. Health, Safety and Nuisances
2. Regulations and Standards
3. Community Character and Visual Issues
4. Roads, Transportation and Site Design
5. Natural Environment
6. Mitigation

Interested parties are encouraged to review the Master Plan, Sub Area plans and Zoning Resolution to determine if there are other policies and regulations that may be applicable to the review of this petition.

Staff Comments are included at the end of each section, highlighting items where the public, referral agencies, or planning staff have expressed questions and/or comments regarding the proposal. **Staff comments regarding compliance with regulations and policies are noted in bold below.**

## **Public Health, Safety and Nuisances**

### **Applicable Regulations – Routt County Zoning Resolution**

- 5.1.1 Every use shall be operated so that it does not pose a danger to public health, safety or welfare.
- 5.1.2 Every use shall be operated in conformance with all applicable federal, state and local regulations and standards. Failure to comply with any and all applicable federal, state and local regulations and standards may be cause for review and/or revocation of any Land Use Approval granted pursuant to these regulations.
- 6.1.7.C Natural Hazards
- 6.1.7.H Wildland Fire
- 6.1.7.I Noise
- 6.1.7.L Odors
- 6.1.7.M Vibration

**Staff comments: This application does not pose a danger to the public. A condition requiring compliance with local, state, and federal laws is suggested. There are no mapped natural hazards. No impacts from fire, noise, odor, or vibration is expected.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? **Yes or No***

## **Regulations and Standards**

### **Applicable Regulations – Routt County Zoning Resolution**

- 5.2 Dimensional Standards:
- 6.1.2 The proposal shall be consistent with applicable Master Plans and sub-area plans.
- 6.1.5 The proposal shall meet or exceed accepted industry standards and Best Management Practices (BMP's).

### **Applicable Policies – Routt County Master Plan**

- 5.3.A The County encourages the use of “green” building techniques that lead to the conservation of energy and overall reduction of pollution in our environment.
- 5.3.D Require Best Management Practices and grading plans and strongly discourage overlot grading.

**Staff comments:** The proposal is in compliance with setbacks for the A/F zone district and appears to be in compliance with the RC Master Plan. The applicant did not provide any information on how BMP's will be implemented with this structure. This structure will serve as the recycle center at the landfill. The construction of this structure will help keep recycleables out of the landfill, therefore increasing the life of the landfill. The proposed location of this structure has already been disturbed by landfill operations, so no significant overlot grading, except for that required for site preparation will take place.

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

## **Community Character and Visual Concerns**

### **Applicable Regulations – Routt County Zoning Resolution**

- 5.1.4 Outdoor storage of materials which might cause fumes, odors, dust, fire hazard, or health hazards is prohibited unless such storage is within enclosed containers or unless a determination is made that such use will not have a detrimental impact on the environment
- 5.9 Sign Standards
- 6.1.6 Outdoor Lighting: The proposal shall comply with the Outdoor Lighting Standards in Section 6.3 of these Regulations.
- 6.1.7.G Visual Amenities and Scenic Qualities.
- 6.1.7.K Land Use Compatibility.
- 6.1.7.O Historical Significance.

### **Applicable Policies – Routt County Master Plan**

- 5.3.E Routt County requires that all new developments do not contribute to light pollution.
- 5.3.F Routt County will continue to consider the impacts of development and uses on view corridors, water, wetland, and air.

**Staff comments:** The proposed change will not have any negative impacts to the above mentioned regulations and policies beyond what has already been considered during previous applications.

*\*\*Is the application in compliance with the Policies and Regulations outlined above? Yes or No*

## **Roads, Transportation and Site Design**

### **Applicable Regulations – Routt County Zoning Resolution**

- 5.4 Parking Standards
- 5.5 Addressing Standards

- 5.7 Right of Way Access Standards: A Right of Way Access Permit is required prior to construction of any new access point onto a County Road or other Local Public Road or Right of Way.
- 5.8 Road Construction Standards
- 6.1.4 Public Road Use Performance Standards: The proposal shall comply with the Public Road Use Performance Standards in Section 6.2 of these Regulations.
- 6.1.7.A Public Roads, Services and Infrastructure
- 6.1.7.B Road Capacity, traffic, and traffic safety
- 6.1.7.N Snow Storage

### **Applicable Policies – Routt County Master Plan**

- 4.3.D Rural developments and uses should be limited to areas that have adequate access to accommodate the projected traffic.

**Staff comments: The proposed change will help improve on-site circulation of recycle traffic. No new negative impacts are anticipated to the above mentioned regulations and policies beyond what has already been considered during previous applications.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? **Yes or No***

## **Natural Environment**

### **Applicable Regulations – Routt County Zoning Resolution**

- 6.1.7.D Wildlife and Wildlife Habitat.
- 6.1.7.E Water Quality and Quantity.
- 6.1.7.F Air Quality.
- 6.1.7.J Wetlands.
- 6.1.7.P Reclamation and Restoration.
- 6.1.7.Q Noxious Weeds.

### **Applicable Policies – Routt County Master Plan**

- 5.3.B While respecting private property rights, the County will not approve development applications or special use permits that would lead to the degradation of the environment without proper mitigation that would bring the proposal into compliance with the Master Plan, appropriate sub-area plans, Zoning Resolution, and Subdivision Regulations.

**Staff comments: No new negative impacts are anticipated to the above mentioned regulations and policies beyond what has already been considered during previous applications.**

*\*\*Is the application in compliance with the Policies and Regulations outlined above? **Yes or No***

### **DIRECTOR'S OPTIONS:**

1. **Approve the Administrative Permit request without conditions** if it is determined that the petition will not adversely affect the public health, safety, and welfare and the proposed use is compatible with the immediately adjacent and nearby neighborhood properties and uses and the proposal is in compliance with the Routt County Zoning Regulations and complies with the guidelines of the Routt County Master Plan.
2. **Deny the Administrative Permit request** if it is determined that the petition will adversely affect the public health, safety, and welfare and/or the proposed use is not compatible with the immediately adjacent and nearby neighborhood properties and uses and/or the proposed use is not in compliance with the Routt County Zoning Regulations and/or the Routt County Master Plan, Make specific findings of fact; cite specific regulations or policies by number from the Routt County Master Plan, and the Routt County Zoning Regulations.
3. **Table the Administrative Permit request** if additional information is required to fully evaluate the petition. Give specific direction to the petitioner and staff.
4. **Approve the Administrative Permit request with conditions and/or performance standards** if it is determined that certain conditions and/or performance standards are necessary to ensure public, health, safety, and welfare and/or make the use compatible with immediately adjacent and neighborhood properties and uses and/or bring the proposal into compliance with the Routt County Zoning Regulations and Routt County Master Plan.

**FINDINGS OF FACT** that may be appropriate if the Administrative Permit is approved:

1. The proposal with the following conditions meets the applicable guidelines of the Routt County Master Plan and is in compliance with Sections 4, 5, and 6 of the Routt County Zoning Regulations.

**CONDITIONS** that may be appropriate may include the following:

#### **General Conditions:**

1. The Administrative Amendment is contingent upon compliance with the applicable provisions of the Routt County Zoning Regulations including but not limited to Sections 4, 5, and 6.
2. The Administrative Amendment is limited to uses and facilities presented in the approved project plan. Any additional uses or facilities must be applied for in a new or amended application.
3. Any complaints or concerns which may arise from this operation may be cause for review of the Administrative Amendment, at any time, and amendment or addition of conditions, or revocation of the permit if necessary.
4. In the event that Routt County commences an action to enforce or interpret this Administrative permit, the substantially prevailing party shall be entitled to recover its costs in such action including, without limitation, attorney fees.
5. No junk, trash, or inoperative vehicles shall be stored on the property, unless stored in approved areas.

6. This approval is contingent upon any required federal, state and local permits being obtained and complied with; the operation shall comply with all federal, state and local laws. Copies of permits or letters of approval shall be submitted to the Routt County Planning Department prior to operations.
7. Fuel, flammable materials, or hazardous materials shall be kept in a safe area and shall be stored in accordance with state and local environmental requirements.
8. Prior to the issuance of the permit, the permittee shall provide evidence of liability insurance in the amount of no less than \$1,000,000 per occurrence with either unlimited aggregate or a policy endorsement requiring notice to Routt County of all claims made. Routt County shall be named as an additional insured on the policy. Certificate of liability insurance shall include all permit numbers associated with the activity.
9. Accessory structures/uses associated with this permit may be administratively approved by the Planning Director, without notice.
10. The permits/approval shall not be issued until all fees have been paid in full. Failure to pay fees may result in revocation of this permit. Permits/Approvals that require an ongoing review will be assessed an Annual Fee. Additional fees for mitigation monitoring will be charged on an hourly basis for staff time required to review and/or implement conditions of approval.
11. Transfer of this Administrative Permit may occur only after a statement has been filed with the Planning Director by the transferee guaranteeing that they will comply with the terms and conditions of the permit. If transferee is not the landowner of the permitted area, Transferee shall submit written consent to the transfer by the landowner. Failure to receive approval for the transfer shall constitute sufficient cause for revocation of the permit if the subject property is transferred. Bonds, insurance certificates or other security required in the permit shall also be filed with the Planning Director by the transferee to assure the work will be completed as specified. Any proposal to change the terms and conditions of a permit shall require a new permit.
12. The Permittee shall prevent the spread of weeds to surrounding lands, and comply with the Colorado Noxious Weed Act as amended in 2013 and Routt County noxious weed management plan.

### **Specific Conditions:**

13. The Special Use Permit is valid for the life of use.
14. The operations will be reviewed annually by Planning staff to ensure compliance with permit conditions, with recommendations to Planning Commission as appropriate.
15. All applicable standards set forth by the Colorado Department of Health and the Routt County Department of Environmental Health shall be complied with. The operation shall comply with all federal, state, and local laws. All applicable conditions of the Regulations Pertaining to Solid Waste Disposal Sites and Facilities by the Colorado Department of Health shall be complied with. Biannual or more frequent inspections will be conducted by the Routt County Department of Environmental Health.
16. Permittee shall be responsible for any additional winter maintenance and other regular road maintenance above and beyond that normally conducted by the Road and Bridge Department on roads affected by this SUP during the life of the operations and shall

obtain all necessary permits to do so. Routt County shall meet with the permittee periodically to assess necessary maintenance resulting from use of the road. Maintenance shall be determined by the Routt County Road and Bridge Department in its sole discretion and at permittee's expense. Maintenance may include, but is not limited to, grading and graveling of roadways, restoration of roadway crown, sweeping or cleaning access points, soft spot/damage repair and application of a dust palliative as approve by the Routt County Road and Bridge Director and Routt County Department of Environmental Health.

17. Continued road inspections shall be conducted by the Routt County Road and Bridge and/or Planning Departments and shall occur on a bi-annual basis or with more frequency, should weather dictate. If tracking of mud onto County Road 205 is still occurring, the permittee shall work with the Routt County Road and Bridge Department to formulate preventative sediment tracking measures. The permittee shall be responsible for the installation and all costs associated with the installation of such measures. Installation shall occur within six (6) months of second written warning that the road has been impacted.
18. If preventative sediment tracking measures have not been installed, the permittee shall install such measures within six (6) months of completion of the new shop and recycle building.
19. Routt County has the authority to close any county road at its sole discretion of damage to the road may occur by its use. To the extent that a road closure may affect permittee's operations, Routt County will cooperate with Permittee to allow operation to be continued in a safe and practical stopping point.
20. Permittee shall secure all necessary permits including but not limited to State of Colorado Fugitive Dust Permit, an applicable USACE permits, Routt County Grading and Excavation Permits, Routt County access permits, and Routt County ROW permit.
21. A summary of well monitoring data and the written narrative that accompanies it that is submitted to the Colorado Department of Health and Environment shall be submitted to the Environmental Health Department at the same time and that Routt County Environmental Health officials may take samples from the wells at any time to verify monitoring data.
22. The operator is responsible for keeping trash covered as provided in the State statute. Trash shall only be deposited in accordance with the approved landfill plan. Twin Landfill shall be responsible for removal of trash blowing off site and shall monitor adjacent properties on a periodic basis depending on the weather conditions. In addition, the permittee shall be responsible for maintenance of 6' sheep fencing on the east side of the pit for the length of the area that is being used.
23. Landfill dumping area/working face and associated equipment shall be substantially screened from Highway 40 and will not skyline from Milner and the United States Highway 40 view sheds. Screening berms will be constructed by placing a narrow, 10-to-12 foot high refuse lift at the north end of a given waste lift and perpendicular to the line of sight being screened. Interim cover will be placed on the berm as the berm is constructed so that the exposed refuse is minimal. The refuse lift will then be constructed behind the berm with the working face typically facing south away from visual corridors. Screening



berms, interim slopes, and final slopes visible from Highway 40 shall be revegetated as soon as possible. If revegetation does not adequately mitigate visual impacts after six months, the Planning Director may require additional seeding and/or the use of temporary irrigation. This condition becomes effective June 1, 2006.

24. If at any time proper coverage of the trash cannot be achieved, the operator shall immediately contact the Routt County Department of Environmental Health by telephone with a plan of action to remedy the situation.
25. Lighting shall be downcast and opaquely shielded. All exterior lighting shall be turned off between 8:00 p.m., or when the maintenance building is not in use, whichever is earlier, and 7:00 a.m. Necessary motion-sensitive, safety, and/or security lighting is excluded. Exterior lighting shall be limited to two exterior lights and one motion sensor light.
26. ~~A sand and oil interceptor shall be constructed for wastewater from the new storage structure floor drains, and shall be maintained in good operational condition. All waste shall be disposed of according to applicable standards.~~
27. No maintenance or repair of vehicles and equipment shall be allowed in the new equipment storage structure.
28. Hours of operation for general public access shall be limited to daylight hours for the Home Resource Center. This should not be construed as a limitation for commercial haulers, special projects, or operators of the landfill.
29. The permittee shall not allow any member of the public into a structure in the Home Resource Center until that structure has received a certificate of approval.
30. Approval is contingent upon Building Department verification that all existing structures used in conjunction with this SUP have received any necessary building permits and final inspection. Permittee shall obtain all necessary Building and Grading and Excavation permits as required for the structures in the Home Resource Center ~~by June 30, 2015, as stated in the approved Plan for Compliance dated November 11, 2014.~~
31. All new structures shall be painted a neutral color.
32. All loose materials salvaged for recycling shall be contained within the new recycling building. There shall be no outdoor storage of loose recyclables. All baled recyclables shall be stored in a holding area or recycling area properly screened or fenced.
33. Disturbed areas associated with gravel mining shall not exceed 4.0 acres at any time. Disturbed areas are those not covered by water or substantially noxious weed free vegetation.
34. Gravel stockpile sizes and heights shall be maintained in conformance with the Mining and Reclamation Plan (Plate 3) submitted with the application. Planning Director may require reductions in stockpile size or height if necessary to limit visual impacts from Highway 40. Gravel crushing operations shall be limited to 8:00 a.m. through 5:00 p.m.

35. Prior to any excavation of Mine Area 2, Knoll 1, Permittee shall obtain approval of the Planning Director. Approval will be contingent on completion of reclamation of Mine Area 1 and substantial progress in the reclamation of Mine Area 2, Knoll 2.
36. Revegetation of disturbed areas shall occur within one growing season with a seed mix which avoids the use of aggressive grasses. See the Colorado State University Extension Office for appropriate grass seed mixes.
37. Permittee shall implement the following bulleted items as listed in the Conclusions and Recommendations on Page 9 of the July 11, 2005 Sun Terra, Inc. 'Milner Landfill Subsidence Evaluation':
  1. We recommend that geogrid be considered for subgrade soil reinforcement either during subgrade preparation or immediately prior to placing the first layer of the 3-foot-thick moisture conditioned clay liner in the sump areas of the Expansion Area.
  2. We recommend that a qualified Geotechnical Engineer be on-site to observe soil and ground conditions related to subsidence potential during subgrade inspection.
38. There shall be no exterior lighting at the above ground leachate holding tank except necessary, motion-sensitive, safety and/or security lighting.

I hereby approve/disapprove (circle appropriate) this Twin Landfill Administrative Amendment.



Chad Phillips, Planning Director

8/28/15

Date

July 23, 2015

Routt County Planning Department  
P.O. Box 773749  
Steamboat Springs, CO. 80477

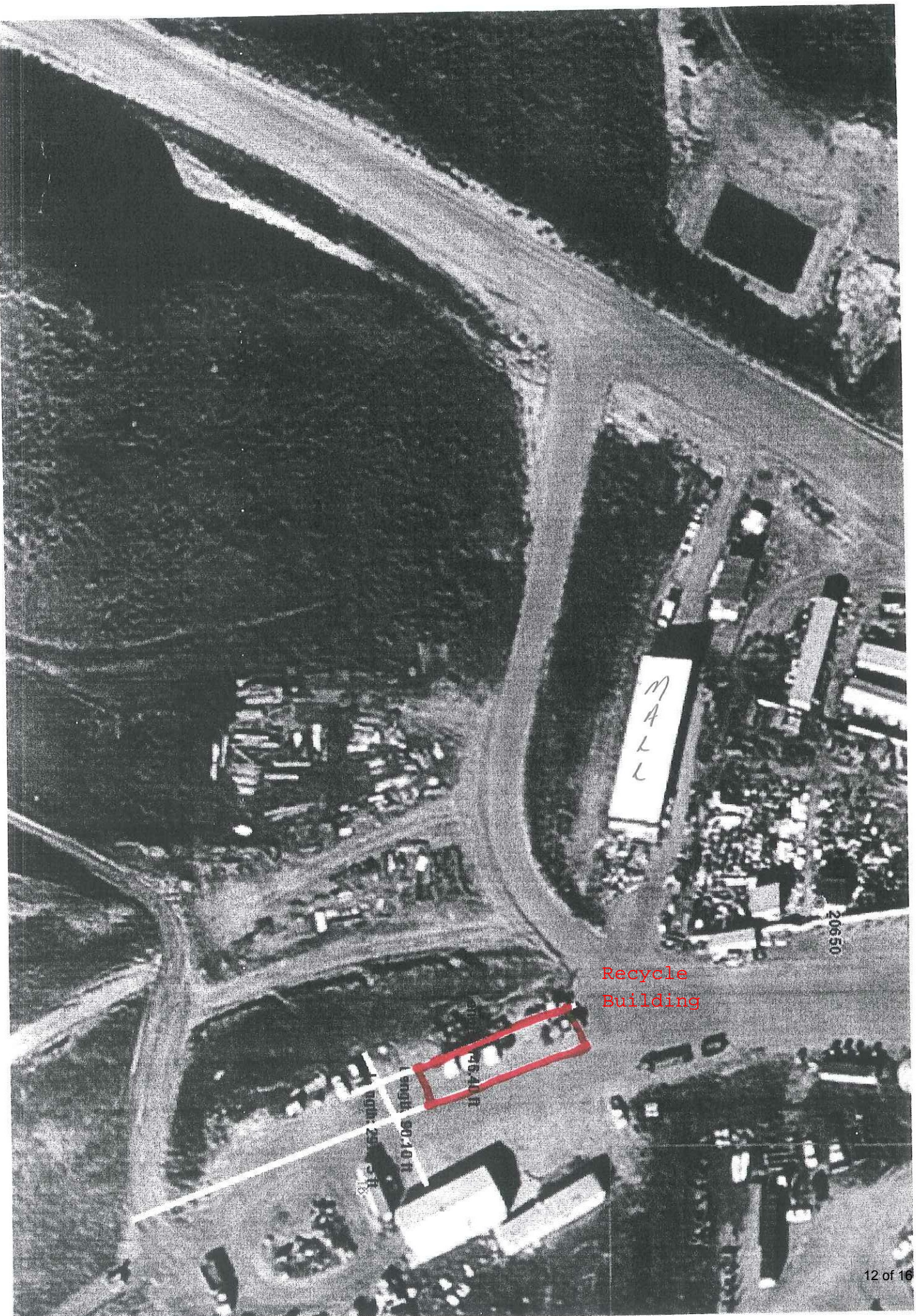
**REF: Twin Enviro Services**  
**Amend Location of Materials Recovery Facility/Amend Existing Site Plan**

Relocation: The original plan (as amended) was to locate the Materials Recovery Facility (MRF) south of the landfill's existing maintenance shop. This amendment proposes relocating the MRF to the west of the existing shop and adjacent thereto. The MRF will include a public and hauler drop off of recycling materials at the MRF for sorting, baling and storing of recyclables before taking to market. This amendment will place the MRF in proximity to the Milner Mall and confine public access to one area of the landfill. Further, it will reduce visibility of the MRF from highway 40 as the MRF will be partially obscured by the existing shop.

Change of Use: There is no change of use of the MRF.

Change in size: The building has increase in size to 65'X100' allowing for increased capacity for storage of bales of recyclables pending market pricing.









**Steamboat Springs  
Fire Rescue**

*Fire Prevention Services*

P.O. Box 775088  
2600 Pine Grove Road, Steamboat Springs, CO 80477  
Phone: (970) 871-8216 Fax: (970) 870-8030

**Proudly serving the City of Steamboat Springs and the Steamboat Springs Area Fire Protection District**

## **PLAN REVIEW WORKSHEET**

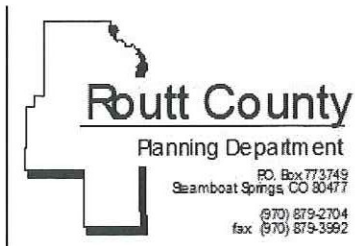
<b>Project Name</b>	Amend Location of MRF Recycling Bldg	<b>Plan Review #</b>	<b>PJ1514-1</b>
<b>Address</b>	20650 County Road 205	<b>Occupancy ID</b>	4648
<b>Area Involved</b>	Material Recovery Facility (MRF) BLDG (Recycling Bldg)	<b>Alternate ID</b>	
<b>Contact</b>		<b>Phone No.</b>	

<b>Permit Description</b>	Technical Advisory Committee		
<b>Project Description</b>	The original plan (as amended) was to locate the Materials Recovery Facility (MRF) south of the landfill's existing maintenance shop.		
<b>Submittal Reason</b>	Review Only	<b>Submitted</b>	8/21/2015
<b>Plan Reviewer</b>	Doug Shaffer	<b>Completed</b>	8/24/2015

<b>Contractor</b>		<b>Phone No.</b>	
<b>Contact</b>		<b>Cell No.</b>	

### **Plan Review Comments**

No comment on the location change. The building will be required to meet the requirements of the currently adopted version of the International Fire Code when built.



ROUTT COUNTY PLANNING DEPARTMENT  
PO Box 773749 \* Steamboat Springs, CO 80477 \* (970) 879-2704 \* FAX(970)  
879-3992

REFERRAL AGENCY NOTICE OF APPLICATION

Date : 8/5/2015

This office has received a request for the following activity and seeks your input as a referral agency.

ACTIVITY#: TPL-15-1016

PETITIONER: TWIN LANDFILL CORPORATION

PETITION: Modifying the approved location of the recylce building.

LOCATION/LEGAL:

20650 COUNTY ROAD 205, STEAMBOAT SPRINGS

1 mile west of Milner

Tracts in Section 16-6-86; Tracts in Section 21-6-86 TOTAL: 165.63 AC

The matter will be heard:

Hearing Title

Hearing Date/Time

Director Decision

8/28/2015 at 5:00 pm

Please submit comments by 8/24/15 to Alan Goldich

Referral Agency Response:

☒ No Comment

☐ Will Send a memo by the comment due date.

☐ Will attend hearing because there is technical complexity associated with this petition.

☒ Comment:

WILL NEED TO SEE BUILDING PLANS. APPLICANT MAY  
NEED GET PERMIT FOR BERTHMOVING OPERATIONS.

Reviewed by: [Signature]

Date: 8/24/15

If no comments are received by the due date, staff must assume you have no concerns on this project.

The Planning Department has placed the application on the Routt County website for your review. You can access this site at : [www.co.routt.co.us/planning/pending](http://www.co.routt.co.us/planning/pending).



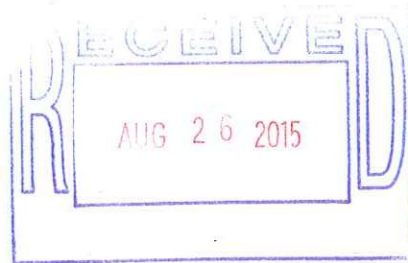
## COLORADO

Department of Public  
Health & Environment

Dedicated to protecting and improving the health and environment of the people of Colorado

August 11, 2015

Alan Goldich  
Routt County Planning Department  
PO Box 773749  
Steamboat Springs, CO 80477



SW/RTT/MIL/1.1

Re: Application TPL-15-1016 for Constructing a Material Recovery Facility at Milner Landfill  
20650 County Road 205, Steamboat Springs

Dear Mr. Goldich,

The Hazardous Materials and Waste Management Division of the Colorado Department of Public Health and Environment ("the Division") received your August 5, 2015 referral notice of application requesting comments for ACTIVITY#: TPL-15-1016, regarding the construction of a materials recovery facility at the Milner Landfill located at 20650 County Road 205, Steamboat Springs.

The Division has completed its review of the application and has the following comments.

Recycling operations are subject to the Regulations Pertaining to Solid Waste Sites and Facilities 6 CCR 1007-2 ("the Regulations"). Facilities that perform recycling operations including processing of recyclable materials such as separating materials, sorting and baling, are required to register with the Division's Solid Waste and Materials Management Program and comply with the requirements of Section 8 of the Regulations.

Facilities that are operated for the purpose of processing municipal solid waste recyclable materials are subject specifically to Sections 8.1, General Provisions, and 8.3, MSW Material Recovery Facilities of the Regulations. Some of the key provisions of Sections 8.1 and 8.3 require material recovery facilities to do the following:

- Register with the Division using the Recycling Facility Initial Registration Form;
- Prevent groundwater contamination and the creation of offsite odors;
- Meet the required material turnover rate of seventy five percent on a three year average;
- Comply with all applicable health laws, standards, rules and regulation of the Department and all applicable local laws and ordinances;
- Complete the Recycling Facility Annual Reporting Form and submit to the Department by March 1<sup>st</sup> of each year for quantities of materials recycled in the previous calendar year; and
- Develop a material recovery facility operations plan detailing how the facility will operate and close. The operations plan must include the following information at a minimum: 1) a physical description of buildings, equipment, and storage areas, 2) methods to control public access to prevent illegal dumping, 3, emergency response procedures to prevent and control fires, 4) methods to prevent receipt of unauthorized waste, and 5) a closure plan including methods for managing materials onsite prior to closure.

The operations plan must be maintained on site. The Division requests that the applicant submit a copy of the operations plan to the Division for its records.

If you have any questions regarding this letter or the regulatory requirements for recycling facilities, please contact Wolf Kray at (303) 692-3337.

Sincerely,



Wolf Kray  
Environmental Protection Specialist  
Materials Management Unit  
Solid Waste & Materials Management Program  
Hazardous Materials and Waste Management Division

Cc: Marlin Mullet, Twin Enviro Services  
PO Box 774362  
Steamboat Springs, CO 80477

eCC: Curt Stovall, HMWMD  
John O'Rourke, HMWMD  
David Snapp, HMWMD