

**TRANSFER STATION APPLICATION**  
Nevada Division of Environmental Protection  
Solid Waste Branch

Application for approval to establish a municipal solid waste transfer station in the state of Nevada

**Instructions:** Complete Sections I & II, attach the supporting information described in Section III, and sign Section IV.

**Section I. Applicant Information**

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1. Land Owner

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

2. Operator

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

3. Authorized Agent

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

**Section II. Facility Information**

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1. Location

Name: \_\_\_\_\_  
 County: \_\_\_\_\_ UTM Coord.: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone: ( ) \_\_\_\_\_

2. Sectors to be served by the Facility

- Residential
- Commercial
- Industrial

**Section III. Supporting Information**

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All information required by NAC 444.6661, (listed below), must be submitted as supporting information to this application.

1. Proof of ownership of the land on which the site is/or will be located
2. Design Report
3. Operating Plan
4. Evidence of Approval from the Local Government

Report Contents

Content requirements of the reports and plans are specified below:

Design Report

The report concerning the design of the transfer station required pursuant to NAC 444.661 must:

1. Be prepared under the direction of a licensed professional engineer.
2. Be signed and stamped by a professional engineer who is licensed in this state.
3. Include, without limitation, a general location map that shows land use and zoning within a 1-mile radius of the transfer station.
4. Include, without limitation, plans and specifications of the transfer station in sufficient detail to demonstrate compliance with the design standards set forth in NAC 444.6664.

The plans must:

- (a) Be drawn to a scale of not more than 200 feet per inch and must include, without limitation, contour intervals of not more than 5 feet;
- (b) Show existing and proposed contours;
- (c) Show access roads and traffic routing inside of and around the transfer station;
- (d) Include, without limitation, provisions for the control of surface water run on and runoff and show grades, berms, dikes, swales and other devices used for drainage and control of surface water;
- (e) Show fencing, equipment, shelter, employee facilities, waste handling areas and

- any other appurtenances;
- (f) Include, without limitation, provisions for weighing and measuring incoming solid waste;
  - (g) Include, without limitation, provisions for controlling odors and dust as necessary to prevent a public nuisance;
  - (h) Define the population and area to be served by the transfer station;
  - (i) List the anticipated types, quantities and sources of solid waste to be received at the transfer station; and
  - (j) Provide evidence that the transfer station will be in compliance with the design standards set forth in NAC 444.6664:
    - 1. A transfer station must be constructed with:
      - (a) Any barriers and appurtenances necessary to control access to the station;
      - (b) An all-weather access road;
      - (c) Appurtenances to control litter; and
      - (d) Areas for processing, tipping, sorting and storing that:
        - (1) Are located within a covered enclosure with at least three sides; and
        - (2) Have a floor with a hard surface such as concrete or asphalt pavement and a drainage structure for the recovery of liquids;
    - 2. The transfer station must be constructed to comply with the requirements regarding signs set forth in NAC 444.690

### Operating Plan

The operating plan of the transfer station required pursuant to NAC 444.6661 must include, without limitation:

1. Provisions for the control of access to the transfer station;
2. The number of attendants who will be at the transfer station during operating hours;
3. A list of the equipment and machinery that will be used at the transfer station;
4. Procedures for controlling vehicular traffic;
5. The types of wastes that the transfer station will not receive and a list of the facilities where such waste will be directed;
6. A program for detecting and preventing the disposal of regulated hazardous waste and polychlorinated biphenyl wastes;
7. Procedures for measuring or weighing incoming solid waste;
8. The proposed capacity and expected life of the transfer station;
9. The frequency and method of transfer of solid waste to a disposal site;
10. The maximum time that solid waste will be stored at the transfer station;
11. The location of waste storage areas at the transfer station;
12. The proposed operating hours;
13. A contingency plan that describes procedures for emergencies and alternate solid waste handling systems;
14. A plan approved by the local fire authority for the prevention and control of fires;
15. A plan for the management of special wastes that are proposed for acceptance at the facility; and
16. A description of how the transfer station will comply with the operating standards set forth in NAC 444.66645:
  1. Any solid waste accepted at a transfer station must be:
    - (a) Transferred to a disposal site that has been issued a permit by the solid waste

- management authority; or
- (b) Salvaged for reuse or recycling and thereafter promptly removed from the transfer station.
2. A transfer station must be kept in a neat and orderly condition. All residual wastes or other residual material must be promptly removed from the transfer station.
  3. Any area that is used for tipping, handling or storing solid waste must be free of standing water. The drainage from the floor of such an area must be discharged into a sewer or its equivalent.
  4. A person shall not salvage solid waste from a transfer station unless he:
    - (a) Is authorized by the solid waste management authority;
    - (b) Is supervised by the operator of the station;
    - (c) Stores the salvaged material in clearly identified containers or areas; and
    - (d) Maintains the salvaged material in a safe, sanitary and orderly manner.
  5. The operator of the transfer station shall maintain accurate records of the operations of the station. The records must be furnished upon request to the solid waste management authority or be made available for inspection by the solid waste management authority at any reasonable time. The records must include, without limitation:
    - (a) A daily log of the quantity of solid waste received and transported;
    - (b) Instances in which the station rejected a waste load; and
    - (c) Any emergencies or unusual events.
  6. Solid waste must be removed from a transfer station not more than 72 hours after acceptance unless the owner or operator is prevented from doing so because of an emergency such as a fire or flood. The owner or operator shall notify the solid waste management authority not more than 24 hours after an emergency that results in the storage of solid waste for more than 72 hours.
  7. The acceptance, handling and transportation of asbestos waste must be conducted pursuant to NAC 444.965 to 444.980, inclusive.
  8. At the final closure of a transfer station, any remaining wastes must be removed to a disposal site that has been issued a permit by the solid waste management authority.

**Section IV. Certification**

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1. I certify that I am familiar with the information contained in the application and I believe that the information provided in this application is complete and accurate.

\_\_\_\_\_  
Printed Name of Owner

\_\_\_\_\_  
Title or Authority of Signatory

\_\_\_\_\_  
Legal Signature

\_\_\_\_\_  
Date of Signing

2. Send the completed application and supporting information to:

Nevada Division of Environmental Protection  
Bureau of Waste Management / Solid Waste Branch  
333 W. Nye Lane Room 138  
Carson City, NV 89706-0851

For more information, please call (775) 687-9472.