

CHAPTER 101  
SANITARY DISPOSAL PROJECTS

DIVISION V  
SOLID WASTE TRANSFER STATIONS

**567—101.400(455B) Purpose.** The purpose of this division is to implement Iowa Code Chapter 455B, Division IV “Solid Waste Disposal,” for the collection, temporary storage, and transfer of solid waste prior to final disposition.

**567—101.401(455B) Applicability.**

**101.401(1)** Pursuant to Iowa Code subsection 455B.305(1), a solid waste transfer station shall not be constructed or operated without first obtaining a permit from the department pursuant to this division and the requirements set forth in 567—Chapter 100.

**101.401(2)** The issuance of a solid waste transfer station permit by the department in no way relieves the applicant of the responsibility of complying with all other local, state, or federal statutes, ordinances, and rules or other requirements applicable to the construction and operation of a solid waste transfer station.

**567—101.402(455B) Definitions.** For the purposes of this division, the definitions found in 567—Chapter 100 shall apply in addition to the definitions set out in Iowa Code section 455B.301, which shall be considered incorporated by reference.

**567—101.403(455B) Location restrictions.**

**101.403(1) Floodplains.** A solid waste transfer station shall not be located within a 100-year floodplain unless the design includes structures to prevent floodwater inundation from a 100-year flood of any area that comes into contact with solid waste or washwater.

**101.403(2) Inhabitable structure and sensitive populations.** A solid waste transfer station shall not be located within 500 feet of the property line of an educational or health care facility or permanent residence unless screening is utilized to minimize noise and visibility of operations. Such screening shall utilize natural components to the maximum extent possible. This requirement shall not apply if construction of the educational or health care facility or permanent residence began after the department received the solid waste transfer station permit application.

**101.403(3) Property line setback.** A solid waste transfer station building or solid waste receptacle (e.g., dumpster, roll-off box) shall be at least 50 feet from an adjacent property line, unless otherwise approved by the department in writing.

**567—101.404(455B) Registrations.**

**101.404(1) Eligibility requirements.** Unless an applicant is otherwise notified by the department, solid waste transfer stations that meet all of the following criteria may register the facility and not be required to obtain a permit pursuant to rule 567—101.405(455B).

- a. Only receives solid waste from citizens and small businesses that do not utilize solid waste collection vehicles or satellite solid waste collection vehicles,
- b. Does not process solid waste,
- c. Not used by anyone who has been contracted to do any hauling or disposal of solid waste, and
- d. Does not place solid waste on the ground or tipping floor of a building.

**101.404(2) Notification requirements.** Applicants shall provide the following, on a form prescribed by the department, prior to accepting waste, and shall notify the department in writing at least 30 days prior to any operational change.

- a. Physical location of the solid waste transfer station.
- b. Name, address, email address and phone number of the site owner.
- c. Name, address, email address and phone number of the responsible official.

- d. The solid waste comprehensive planning area of the facility and political jurisdictions included within the facility's service area.
- e. The sanitary disposal project(s) designated for final disposal of the collected waste.
- f. An emergency response and remedial action plan pursuant to rule 567—100.14(455B).
- g. Proof of the applicant's ownership of the site or legal entitlement to use the site as a solid waste transfer station.
- h. Proof that the site complies with local zoning.
- i. A closure cost estimate pursuant to subrule 101.413(2) and the documents establishing financial assurance pursuant to 567—Chapter 101, division VIII, or documentation of a surety bond in the amount of \$15,000 pursuant to subrule 101.413(3).

**101.404(3) *Inspection prior to start-up.*** Applicants shall adhere to the inspection requirements of rule 567—100.7(455B,455D).

**101.404(4) *Registration renewal.*** A solid waste transfer station registration shall be issued and may be renewed for a period of no longer than five (5) years. Renewal registrations shall be subject to the provisions of all rules of the department in effect at the time of the renewal.

**101.404(5) *Operating requirements.*** In addition to the provisions of rule 567—100.9(455B,455D), registered solid waste transfer stations shall comply with the following:

- a. Solid waste shall not be accepted from solid waste collection vehicles or loaded into solid waste transport vehicles to facilitate final disposition.
- b. All solid waste received shall be loaded into dumpsters, compactors, or roll-off boxes and removed by solid waste collection vehicles to facilitate final disposition.
- c. Solid waste receptacles shall not be allowed to overflow and the waste shall be removed as often as necessary to prevent a nuisance or public health hazard.

**101.404(6) *Record-keeping and reporting requirements.*** Registered solid waste transfer stations that directly dispose of solid waste outside of Iowa shall, on a form prescribed by the department, report the information required in paragraphs 101.404(6)“a” through “c” to the department quarterly. For registered solid waste transfer stations that directly dispose of solid waste within Iowa, the following records shall be maintained by the owner or operator for a period of three (3) calendar years, and be made available at all reasonable times for inspection by the department:

- a. Tons of solid waste disposed of.
- b. The solid waste comprehensive planning area(s) from which the solid waste originated, and the tons of solid waste disposed from each county.
- c. Destination of all outgoing solid waste.

**101.404(7) *Closure requirements.*** In addition to the provisions of rule 567—100.10(455B,455D), registered solid waste transfer stations shall adhere to the closure requirements expressed in rule 567—101.411(455B).

### **567—101.405(455B) Permits.**

**101.405(1)** In addition to the provisions of rule 567—100.5(455B,455D), a solid waste transfer station permit applicant shall address the following, on a form prescribed by the department:

- a. *Design Plan.* An engineering design including applicable approvals from responsible government agencies and public entities, and engineering plans and specifications completed by the professional engineer listed in 567—subparagraph 100.5(1)“a”(4), detailing how the site will comply with rule 567—101.403(455B), rule 567—101.406(455B), and rule 567—101.408(455B).
- b. *Operations Plan.* A plan of operations detailing how the site will comply with rule 567—100.9(455B,455D), rule 567—101.407(455B), and rule 101.410(455B).

**101.405(2) *Duration.*** A solid waste transfer station permit shall be issued and may be renewed for a period of no longer than five (5) years. Renewal applications shall be subject to the provisions of all rules of the department in effect at the time of the renewal.

**567—101.406(455B) Design requirements.** Unless registered pursuant to rule 567—101.404(455B) or otherwise specified within a permit, a solid waste transfer station shall be designed and constructed in accordance with this rule.

**101.406(1) Solid waste transfer station building.** A solid waste transfer station shall include a building inside which all solid waste is unloaded from solid waste collection vehicles and loaded into solid waste transport vehicles.

a. All surfaces that come into contact with solid waste shall be enclosed by walls and a roof satisfactory to:

- (1) Minimize dust and litter exiting the building.
- (2) Keep precipitation out of the building.
- (3) Prevent the attraction or harboring of vectors.

b. All surfaces that come in contact with solid waste or washwater shall be impervious to liquids.

c. The solid waste transfer station building shall have a drainage system that maintains a separation between stormwater and washwater.

d. The solid waste transfer station building shall have a washwater collection system that directs washwater to a storage tank for subsequent disposal, a sanitary sewer system, or equivalent as approved by the department. Unless otherwise approved by the department, storage tanks shall have high-level indicators or gauges.

e. Each area where unloaded solid waste is stored during nonoperating hours shall be clearly marked and include a fire detection system that notifies local emergency responders in case of a fire.

f. If solid waste is to be managed or stored in a surge pit, then effective odor control mechanisms such as, but not limited to, mist systems and air filters are required.

g. If solid waste is to be managed or stored in a surge pit, then a sprinkler system shall be installed over that area.

h. The solid waste transfer station building shall have adequate indoor and outdoor lighting that minimizes the difference in lighting when entering or exiting the building.

i. The solid waste transfer station building shall have doors at each entrance and exit.

**101.406(2) Other site design requirements.** A solid waste transfer station shall:

a. Provide a secure perimeter fence, with lockable gate(s).

b. Use a scale certified by the Iowa department of agriculture and land stewardship. A solid waste transfer station may use a certified scale located off the premises and owned by a separate entity.

c. Provide adequate queuing distance for vehicles entering and exiting the property such that lines of vehicles will not extend onto public streets during peak hours, unless approved by the appropriate local or state government authority.

d. Provide signs or pavement markings indicating safe and proper on-site traffic patterns.

**567—101.407(455B) Operating requirements.** Unless otherwise specified within a permit, a solid waste transfer station shall be operated in accordance with the provisions of rule 567—100.9(455B,455D) and this rule.

**101.407(1)** Unless registered pursuant to rule 567—101.404(455B), all handling, processing, screening, open storage, loading, and similar activities or processes involving solid waste shall be performed inside the solid waste transfer station building.

**101.407(2)** Truck-to-truck transfer of solid waste that is not incidental solid waste transfer is not allowed outside a solid waste transfer station building. A rear-loading solid waste transport vehicle that does not have any other open access and securely abuts the solid waste transfer station building so that minimal amounts of solid waste escape during loading shall qualify as being inside the building.

**101.407(3)** Solid waste transfer station operators shall segregate and manage unacceptable wastes and hot loads in accordance with applicable laws, and in a manner as safe and responsible as practical.

**101.407(4)** Solid waste receptacles shall not be allowed to overflow and the waste shall be removed as often as necessary to prevent a nuisance or public health hazard.

**101.407(5)** Solid waste transfer stations shall not accept special wastes pursuant to 567—Chapter 102, division VI.

**101.407(6)** Washwater management systems, if applicable, shall not be allowed to overflow and shall be inspected monthly and maintained in proper operating condition.

**101.407(7)** Any breach of a surface that prevents washwater from entering the ground and groundwater shall be repaired within 24 hours to make that surface impervious to liquids. If such repairs cannot be made within 24 hours, the facility shall not allow solid waste or washwater to come into contact with the breached area until repairs are complete. If the facility cannot prevent solid waste or washwater from coming into contact with the breached area, the department may require the facility to shut down until repairs are completed.

**101.407(8)** Unless registered pursuant to rule 567—101.404(455B), site access shall be controlled and limited to a time when a solid waste transfer station operator is onsite and:

a. Has read, understands, and is able to implement the operational requirements of rule 567—101.407(455B).

b. Has read, understands, and is able to implement the emergency response and remedial action plan pursuant to rule 567—100.14(455B).

c. Is able to visually recognize universal symbols and markings, and indications of unacceptable materials pursuant to subrule 101.407(9).

**101.407(9)** All solid waste accepted by a solid waste transfer station shall, at a minimum, be visually inspected by personnel capable of identifying hot loads and hazardous, infectious, radioactive, and other wastes not acceptable for disposal in a sanitary landfill.

**567—101.408(455B) Temporary solid waste storage requirements.** Unless otherwise specified within a permit, a solid waste transfer station shall comply with the following storage requirements.

**101.408(1) Areas permitted for storage.** Solid waste shall be stored in the following manner:

a. Inside a solid waste transfer station building in a clearly marked designated area; or

b. Inside a solid waste transfer station building in a surge pit; or

c. Inside a secure solid waste transport vehicle, including intermodal container systems, protected from precipitation and vectors; or

d. Inside dumpsters, compactors, roll-off boxes, and other solid waste receptacles adequate to prevent the accidental discharge of its contents and the attraction or harborage of vectors.

**101.408(2) Storage time requirements.** Solid waste shall be stored no longer than the following periods of time, unless shorter storage times are required by the local government authority to prevent a nuisance or public health hazard:

a. Inside a solid waste transfer station building without a surge pit or similar operational structure for not more than four (4) days, excluding Sundays and national holidays.

b. Inside a solid waste transfer station building in a surge pit for not more than seven (7) days, including Sundays and national holidays.

c. Inside a solid waste transport vehicle designated to travel only via roadway for not more than four (4) days, excluding Sundays and national holidays.

d. Inside a solid waste transport vehicle designated to travel via rail or navigable waterway, including intermodal container systems, for not more than seven (7) days, including Sundays and national holidays.

e. Inside dumpsters, roll-off boxes and other solid waste receptacles at registered solid waste transfer stations for not more than four (4) days, excluding Sundays and national holidays.

**567—101.409(455B) Record-keeping and reporting requirements.**

**101.409(1)** Unless registered pursuant to rule 567—101.404(455B) or otherwise specified within a permit, a solid waste transfer station shall comply with the following record-keeping requirements:

a. A solid waste transfer station shall maintain a copy of the following documents onsite:

(1) Current operating permit.

(2) Design plan pursuant to paragraph 101.405(1)“a.”

- (3) Operations plan pursuant to paragraph 101.405(1)“b.”
- (4) Emergency response and remedial action plan pursuant to rule 567—100.14(455B).
- (5) Proof of financial assurance pursuant to rule 567—101.413(455B).

b. A solid waste transfer station shall maintain records of the following information for a period of three (3) calendar years:

- (1) Tons of all solid waste disposed of quarterly.
- (2) Destination of all outgoing solid waste.
- (3) Washwater management system inspection log, if applicable.
- (4) Hot loads and hazardous, infectious, radioactive, or other unacceptable wastes found.

**101.409(2)** Unless registered pursuant to rule 567—101.404(455B) and directly disposing of solid waste within Iowa, or otherwise specified within a permit, a solid waste transfer station shall report the following information, on a form prescribed by the department, to the department on a quarterly basis:

- a. Tons of solid waste disposed of.
- b. The solid waste comprehensive planning area(s) from which the solid waste originated, and the tons of solid waste disposed from each county and comprehensive planning area.
- c. Destinations of all outgoing solid waste.

**567—101.410(455B) Solid waste collection and transport vehicle construction and operation requirements.** Unless otherwise specified within a permit, solid waste collection vehicles and solid waste transport vehicles shall comply with the following requirements:

**101.410(1)** The portion of a solid waste collection or transport vehicle that contains solid waste shall be designed to prevent the accidental discharge of its contents, the attraction or harborage of vectors, and infiltration of precipitation. This design shall include a suitable cover, where applicable, that is not easily torn, shredded, broken, or otherwise breached under normal use.

**101.410(2)** Any solid waste collection or transport vehicle that fails to comply the requirements of this rule shall be repaired before it is utilized in the transport or storage of solid waste.

**101.410(3)** A solid waste collection or transport vehicle’s openings shall be securely closed before transport and during solid waste storage so as to prevent the loss of solid waste.

**101.410(4)** A solid waste transport vehicle shall be loaded with solid waste inside a solid waste transfer station building and in a manner that minimizes the spilling of materials. Solid waste spilled from a solid waste transport vehicle during loading shall be collected as often as necessary to minimize litter, dust, or other fugitive debris.

**101.410(5)** All solid waste collection and transport vehicles shall be cleaned at intervals frequent enough to prevent the attraction or harborage of vectors, so as not to create a nuisance or public health hazard

**101.410(6)** Liquids generated from the cleaning of the areas of solid waste collection or transport vehicles that hold solid waste shall be considered washwater and managed accordingly.

**101.410(7)** If solid waste is spilled from a solid waste collection or transport vehicle during transport that is not on transfer station property, the spilled solid waste shall be collected as soon as possible. The solid waste transfer station shall immediately report the spill to the department and the department field office with jurisdiction over the facility and spill location.

**567—101.411(455B) Closure requirements.** Unless otherwise specified within a permit, a solid waste transfer station shall be closed in accordance with the provisions of rule 567—100.10(455B,455D) and this rule. Closure shall not be official until the department has given written certification of the completion of the following activities:

**101.411(1)** Proper disposal of all solid waste and litter at the site.

**101.411(2)** Cleaning of all dumpsters, compactors, roll-off boxes, and other solid waste receptacles that will remain onsite, including the rinsing of all surfaces that have come in contact with solid waste.

**101.411(3)** Cleaning the solid waste transfer station building, if applicable, including the rinsing of all surfaces that have come in contact with solid waste or washwater.

**101.411(4)** Cleaning of all solid waste collection and transport vehicles that will remain on site, including the rinsing of all surfaces that have come in contact with solid waste.

**101.411(5)** Removal and proper management of all washwater in the washwater management system.

**101.411(6)** Locking all doors, gates, entrances and exits.

**101.411(7)** Reporting of the completion of these activities to the local political jurisdictions, the department, and the department field office with jurisdiction over the solid waste transfer station.

**567—101.412(455B) Emergency solid waste transfer permit.** If a primary sanitary disposal project in a solid waste comprehensive planning area becomes inoperable, the department may issue an emergency solid waste transfer permit (also known as “Temporary Debris Management Site” or “TDMS”) for a period of time no longer than necessary for a sanitary disposal project that provides replacement capacity to be constructed and become operational. The department may also issue an emergency solid waste transfer permit for a period of time no longer than necessary for a sanitary disposal project to return to operation, or if more solid waste is produced by an extraordinary event (e.g., unforeseen disasters such as storms, fires, floods, tornadoes) than can be managed by a sanitary disposal project. The conditions of an emergency solid waste transfer permit shall be determined by the department and may be used as an alternative to the requirements of this division. The department shall issue an emergency solid waste transfer permit only if the department has determined that solid waste must be transferred from the impacted area(s) in order to protect human health and the environment.

**567—101.413(455B) Financial assurance requirements.** The owner or operator of a solid waste transfer station must establish financial assurance for the costs of site closure in accordance with the criteria pursuant to 567—Chapter 101, division VIII and this rule.

**101.413(1)** Except as provided in subrule 101.414(3), the owner or operator shall submit a detailed written estimate, in current dollars, certified by an Iowa-licensed professional engineer, of the cost of hiring a third party to properly close the solid waste transfer station in accordance with the closure criteria expressed in rule 567—101.411(455B).

**101.413(2)** The detailed written estimate shall account for at least the following factors determined by the department to be minimal necessary costs for site closure:

*a.* Third-party labor and transportation costs and total tip fees to properly dispose of all solid waste and litter at the facility equal to twice the maximum storage capacity of the facility. If materials are temporarily stored on site in solid waste collection or transport vehicles or waste receptacles, then this estimate shall include disposal costs for the maximum number of solid waste collection or transport vehicles and waste receptacles that can be on site at any one time.

*b.* The cost of hiring a third party to properly clean and decontaminate all equipment, storage facilities, holding areas and drainage collection systems. This estimate shall include the cost of properly disposing of a one-week volume of washwater from the facility. If the facility utilizes a washwater storage tank, then this estimate shall assume that the storage tank is full and add that volume to the one-week volume.

*c.* The cost associated in maintaining financial assurance pursuant to 567—Chapter 101, division VIII and this rule.

**101.413(3)** The owner or operator of a solid waste transfer station that is permitted for, or manages no more than 5,000 tons of solid waste annually, shall have the option to comply with the financial assurance requirements of 567—Chapter 101, division VIII and this rule by executing a surety bond in the sum of \$15,000, pursuant to the requirements of 567—subrule 101.707(2). In electing this option, the owner or operator shall not be required to submit a detailed written cost estimate for site closure pursuant to subrule 101.413(1). This surety bond shall be unique to the solid waste transfer station and shall not be combined or used to meet the financial assurance obligations of any other permitted facility or activity.

**567—101.414(17A,455A) Waivers.** A request for a waiver to this division shall be submitted in writing pursuant to 561—Chapter 10.

These rules are intended to implement Iowa Code section 455B.304.

**567—101.415 to 101.499** Reserved.