

Guidance and Template Plans and Specifications for a Hazardous Waste Management Facility

The purpose of this document

This guidance is intended to assist an applicant in preparing a plans and specifications document for a hazardous waste storage, treatment and/or recycling facility. By providing complete and accurate information in accordance with Ministry guidance documents an application is less likely to experience delays or rejection.

Section 4(1)(a) and (b) of the Hazardous Waste Regulation (HWR) requires that, before beginning the construction or installation of a hazardous waste facility, the owner must obtain approval plans and specifications of new works, or plans for the modification of existing works. Approval is subject to the discretion of a Director under the *Environmental Management Act*.

How to use this document

The Plans and Specifications Template contains the key aspects and format recommended by the Ministry. If another format is used it must contain all of the required information in a logical arrangement.

Text in *green italics* is guidance and is for your information only. Erase this text prior to submitting your operational plan. Text framed by square brackets “[]” indicate it may be necessary to insert text. Black text and tables are recommended by the ministry.

Disclaimer

This document does not supersede or replace the *Environmental Management Act* or its regulations; in the case of omissions or discrepancies, the Act and the Hazardous Waste Regulation apply. It is intended for guidance only.

Updated January 2015

ABC WASTE DEPOT PLANS AND SPECIFICATIONS

**HAZARDOUS WASTE REGULATION
PLANS AND SPECIFICATIONS**

Company Name (as registered with BC Corporate Registry):
ABC Hazardous Waste Company Ltd.

Doing business as Name:
ABC Waste Depot

Business Licence Number:
BL - 1234567

Mailing Address:
45 – 123 W. Pender Street, Vancouver, BC V1C 1C1

Facility Address:
Provide civic street number & name, Municipality, BC V1A 1A1

Facility Contact: John Doe, Manager
Phone: 604 512 0000
Fax: 604 423 2345
E-mail: jdoe@serviceprovider.com

Landowner: ABC Investments Ltd.
123 Pleasant Road, Municipality, BC V1B 2B2
Contact: Tom Smith
Phone: 604 512 1111
Email: Tsmith@investment.com

Legal Description: Lot Z, Block A, Plan 12345, Section 21, R5W, New Westminster District

Property ID: 124-555672

Lat Coordinates: 49.522019

Long Coordinates: 122.301660

Ministry Authorization or Registration Number(s): RS 12345; BCG 12345

Version No.: 1.0
Date: 22-April-2014

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1.0 INTRODUCTION / EXECUTIVE SUMMARY

Summarize or highlight key aspects of the plans and specifications such as spill containment system, special works required for the handling or treatment of hazardous waste accepted at the facility and any other facility specific information that may be required.

2.0 SITE PLAN, RELATED DRAWINGS, SPECIFICATIONS AND DESIGNS

The site plan shows existing and planned works and improvements to the property. Recent aerial photography of the site may also be helpful.

The site plan should indicate:

- *Property boundaries*
- *Nearby surface water features, please include their name(s)*
- *Roads*
- *Position and location of works or buildings (structures, storage facilities) with distances to all property boundaries and surface water features*
- *The location of any diversion or collection ditches*
- *The location of any surface and ground water monitoring sites*
- *Any distinct topographic features such as steep slopes or gullies*
- *Any fuel or hazardous product storage facilities*
- *Adjacent properties (location and activity)*
- *Environmentally sensitive areas*
- *North arrow*
- *Location of spill response equipment*
- *Locations of fire hydrants and other firefighting resources*

The related drawings, specifications and designs are to be drawn to scale and give specifics of containment and treatment systems and other related appurtenances and their relationship to the entire facility.

Related Drawings, Specifications and Designs should indicate:

- *Specifics of piping or other conveyance systems*
- *Containment and spill response equipment specifics (e.g. tank diagrams with volumes, sump details, any pump or other equipment location and specifications)*
- *Engineered drawings of hazardous waste containment structures other than tanks (e.g. pads, roofing, leak detection systems)*

ABC WASTE DEPOT PLANS AND SPECIFICATIONS

SITE PLAN AND LOCATION MAP



Location Map	
	Site Plan and Location Map
	Date:
	Name of Hazardous Waste Facility:
	Address of Hazardous Waste Facility:

ABC WASTE DEPOT PLANS AND SPECIFICATIONS

3.0 SITING REQUIREMENT STATEMENT

Confirm Section 3 requirements of the Hazardous Waste Regulation have been met and a professional engineer certifies that this plan meets the following requirements.

Confirm if Part 4 of the Hazardous Waste Regulation for siting requirements are applicable and have been met. A professional engineer certifies that this plan meets the applicable siting requirements under Part 4.

Include a detailed description for each relevant section listed in Part 3 and 4 of the Hazardous Waste Regulation addressing how the facility has been designed and constructed to meet the requirements of that section. Include drawings and supporting documents as needed and identify the location of key aspects in your site plan.

SECTION 7 - WEATHER PROTECTION

Explain how your facility has been designed and constructed so that elements of weather have no detrimental effect on the capability of the facility to manage hazardous waste.

SECTION 8 - ACCESS SECURITY

Explain how your facility is designed and constructed to prevent access by unauthorized persons.

SECTION 9 - PREVENTION OF FIRE, EXPLOSION AND ACCIDENTAL REACTIONS

Explain how the facility is designed and constructed to prevent fire, explosion and accidental reactions.

SECTION 10 - SPILL CONTAINMENT SYSTEM

Explain how the facility is designed and constructed to provide and maintain a spill containment system for all hazardous waste stored. Identify the location of spill response equipment on your site plan.

4.0 PLAN CERTIFICATION

*A professional engineer **must** certify the plans and specifications. The professional engineer needs to be registered with the Association of Professional Engineers and Geoscientists of British Columbia.*

Please provide the qualifications of the person certifying the plan and include a certification statement similar to the one below. The certification statement must be signed and stamped by the person who certified the plan.

ABC WASTE DEPOT PLANS AND SPECIFICATIONS

The *[choose any or all that apply design, recommendations or content in the documents]* were prepared in accordance with and meet(s) the requirements of the Hazardous Waste Regulation.

The information contained in *[the plan, report or document]* is true and complete to the best of my knowledge.

I am a professional engineer registered in good standing in British Columbia with *[insert name of the professional organization]*. I am acting under that organization's code of ethics and subject to disciplinary action by that organization, and through suitable education, experience, accreditation and knowledge, I can reasonably be relied on to provide advice within the area of expertise applicable to the duty or function I am carrying out.

My qualifications are provided *[below or enclosed]*.
[insert description here or enclose]

Name of Professional Engineer

Signature

Title

Stamp, if applicable

Name of Company

Date and Stamp

ABC WASTE DEPOT PLANS AND SPECIFICATIONS

List of Appendices (if applicable)

APPENDIX A –

Any additional Information you want to include in your application

APPENDIX B –

TEMPLATE