



Rappahannock Regional Solid Waste Management Board

489 Eskimo Hill Road • Stafford, Virginia 22554 • 540-658-5279 • FAX 540-658-4523

To: Rappahannock Regional Landfill Customers

From: Susan Carpenter, Scale House and Maintenance Manager

Date: May 18, 2020

RE: Permit Renewal Package and Inspection Update

On behalf of the Rappahannock Regional Solid Waste Management Board (R-Board) we want to remind all of our valued customers that permit renewals are due for fiscal year 2021. This is pursuant to County Code §21-2 & §21-4. Companies disposing of waste at the R-Board facility must have a permit. Renewal applications must be renewed before June 30, 2020.

There are a few updates to this year's permit renewal:

- Personal Protective Equipment will be mandatory for all commercial customers entering our site. At a minimum this will include: **hard hats, work boots/sturdy closed toe shoes, and high visibility clothing.**
- Permit Fees submitted before July 1 will not be processed until after July 1
- We are offering & recommending Self-Inspections –the inspections should be conducted by an experienced mechanic
- On-site inspections by R-Board Staff will be available (M-F 9AM-4PM)
- Our Fee Schedule and Rules and Regulations will no longer be mailed out, these documents will be available online at www.r-board.org/regional-landfill/commercial-permits/

Neglecting to renew your permits and perform fleet inspections may disrupt the R-Board ability to provide you service.

Please contact Douglas Webster at 540-658-4579 or DWebster@staffordcountyva.gov for inspections of your fleet. Questions regarding the application can be directed to Susan Carpenter at 540-658-5316 or SCarpenter@staffordcountyva.gov.

CC: Rick Markwardt, Superintendent



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May 18, 2020

RE: Application for a FY 2021 Disposal Permit

Dear Applicant:

Your disposal permit must be renewed before June 30, 2020 or you will not be allowed to use the Rappahannock Regional Solid Waste Management Board (R-Board) disposal facility as of July 1. Pursuant to County Code §21-2 & §21-4, any company disposing of waste at the R-Board facility must have a permit.

Disposal Permit Application Process

1. Inspection of Vehicles
See Rules and Regulations.
2. Security
See Rules and Regulations.
3. Disposal Fees
See Fee Schedule.
4. Payment Procedures

The R-Board offers the ability to have the permit renewal and truck inspection fees charged directly to your credit account. Those who are cash customers may pay the fee **after July 1** by check, cash, or debit/credit card at the scale house. Tickets from the Rappahannock Regional Solid Waste Management Board (R-Board) are due and payable by the due date shown on the monthly statement. If not received on time, interest will be charged on the outstanding balance from the first day following the day such amount is due, at the rate of 10% annualized or \$10, whichever is greater.

5. Lost Tickets
Lost or missing scale tickets will be charged a \$5 fee, per ticket.

Contact the Scale House 540-658-7119 if you have any questions regarding this notice.



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APPLICATION FOR FY21 DISPOSAL PERMIT

Applicant is applying for a waste disposal permit to engage in the business of collection, transportation and disposal of solid waste in the County of Stafford, Virginia.

Applicant agrees that all solid waste collection and disposal operations shall be conducted in accordance with the rules and regulations as set forth by the Rappahannock Regional Solid Waste Management Board (R-Board). The Regional Landfill disposal site is located at 489 Eskimo Hill Road, Stafford, Virginia. The R-Board will be enforcing personal protective equipment on-site, to include hard hats, sturdy closed toe shoes, and high visibility clothing.

Applicant agrees to pay all disposal charges resulting from the use of the Rappahannock Regional Solid Waste Management Board operational disposal site. Estimated gross weights may be used if the scale malfunctions.

APPLICANT AGREES THAT ALL INFECTIOUS, EXPLOSIVE, POISONOUS, CAUSTIC, TOXIC, CHEMICAL, AND HAZARDOUS WASTE ARE PROHIBITED FROM REGIONAL LANDFILL DISPOSAL FACILITY. IF ANY OF THE ABOVE IS DUMPED, DISPOSED OR IN ANY MANNER RELEASED AT THE LANDFILL, IT WILL BE CUSTOMERS RESPONSIBILITY TO MAKE RESTITUTION TO THE R-BOARD FOR CLEANUP.

[] Check here if you want the applicable fees charged to your credit account.

Applicant's signature affirms his/her acceptance of these requirements and confirms he/she is an authorized representative of the business.

Signature

Date

This form must be turned in to the Scale Master prior to trucks being inspected by R-Board Staff or turned in with the self-inspection.

Attachments: Inspection Form



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CHECKLIST FOR OBTAINING A SOLID WASTE DISPOSAL PERMIT

All solid waste disposal permit applications must be complete or delays in obtaining the permit may occur. A complete application includes the following documents, attachments and actions:

- Vehicle inspection form(s) completed for each refuse disposal/collection vehicle that will be permitted in Stafford County reflecting valid tare weight to be used during the year. *Please keep number of trucks inspected to the numbers that are used primarily for Stafford and backup fleet vehicles for those trucks.*
- APPLICATION FOR FY21 DISPOSAL PERMIT must be completed and signed by an authorized representative prior to scheduling truck inspections by R-Board Staff.
- \$100 annual permit fee and \$50 per vehicle number. Maximum permit fee not to exceed \$500. This charge will be applied in July 2020.
- Stickers will be mailed out or available for pickup after payment.



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Vehicle Self-Inspection FY21

Applicant Information

Date of Application: _____

Company Name: _____ Owner Name: _____

Representative Name: _____ Contact Phone Number: _____

Company Address: _____ Alternative Phone Number: _____

Contact E-Mail: _____

Instructions: Fill out the Vehicle Information section for all vehicles seeking a permit. Verify that all vehicles pass the Vehicle Checklist for All Types, as well as the specific vehicle type. Sign and date the Certification section to certify that all information is correct. **Return this form with your application.** The R-Board will issue Permit # after vehicles are inspected.

All permitted vehicles may be randomly inspected by R-Board Staff to ensure compliance with rules and regulations. Any non-compliance must be corrected and re-inspected by R-Board Staff before regaining use of the landfill.

| Vehicle Information | | | | For R-Board Use Only | | | |
|---------------------|------------|--------|-------------|--------------------------|---------------------|-----------------|--------------|
| License Plate | Truck Type | Unit # | Vehicle VIN | <i>Fire Extinguisher</i> | <i>Backup Alarm</i> | <i>Permit #</i> | <i>Notes</i> |
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| Vehicle Checklist | | Vehicle ID: _____ | Date: _____ |
|-------------------|---------------------------------------|---|---------------|
| 1. | All Types | | Notes: |
| a. | Current Registration | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| b. | Valid State or DOT Inspection | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| c. | Fire Extinguisher 5 lb ABC (min.) | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| d. | Backup Alarm | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| e. | No Excessive Fluid Leaks | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| f. | No Body Leaks | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| g. | Mud/Snow or Steel Belted Radial Tires | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| 2. | Compactor / Type | | Notes: |
| a. | Functional Compactor Mechanism | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| b. | Adequate Compactor Seals | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| c. | Adequate Hydraulic System | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| d. | Other | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| 3. | Roll-off Box / Type | | Notes: |
| a. | Adequate Hydraulic System | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| b. | Adequate Tie Down Capabilities | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| c. | Adequate Cover | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| d. | Other | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| 4. | Other / Describe | | Notes: |
| a. | Adequate Tie Down Capabilities | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | _____ |
| b. | Adequate Cover | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |
| c. | Other | <input type="checkbox"/> Yes <input type="checkbox"/> No | _____ |



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Please mail your renewal package and vehicle self-inspections to:
Susan Carpenter
Landfill Scalehouse & Maintenance Manager
473 Eskimo Hill Road
Stafford, VA 22554

If the recipient of the stickers is different than the representative stated in the applicant information section, please fill below:

Name: _____ Contact Phone Number: _____
Alternative Phone
Mailing Address: _____ Number: _____
Contact E-Mail: _____

Certification

The owner/representative listed above certify and affirm that all information presented in this application is true and correct, and that any documents presented to the Rappahannock Regional Solid Waste Management Board are genuine. In addition, any supporting documentation is true and accurate. The Code of Ordinances for Stafford County regarding solid waste can be found under Chapter 21 at https://library.municode.com/va/stafford_county/codes/code_of_ordinances?nodeId=COCO_CH21SOWA

This certification states that the owner or authorized representative understands the requirements for collecting waste in Stafford County and that the vehicles(s) meet all the requirements necessary to provide waste collection within Stafford County.

Owner/Authorized Representative Signature

Date (mm/dd/yyyy)