REPORT OF FACILITY INFORMATION

VICTOR VALLEY CONSTRUCTION, DEMOLITION & INERTS PROCESSING FACILITY

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Prepared by
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Chapter I
General Information

1.1 Owner/Operator Information

Owner:

KGB Properties
9890 Cherry Avenue
Fontana, CA 92335
(909) 429-4200

Operator:

Burrtec Waste Industries, Inc.
9890 Cherry Avenue
Fontana, CA 92335
(909) 429-4200

1.2 Schematic Drawings

Exhibit 1 illustrates the overall facility layout. The primary structure is the 52,500 square foot C&D processing building. A 2,800 square foot single story administrative office is attached to the west side of the C&D processing building. A scale house and two 70-foot truck scales are proposed for the south entrance as a second project phase.

The facility has three driveway entrances. Two driveways are located along the E. Abbey Lane street frontage along the west side of the property with a third driveway along Abbey lane along the south side of the property. Except for landscaped areas, the entire site is paved. Operations areas are paved in concrete while employee/visitor parking lots are paved in asphalt.

1.3 Description of Activities

Construction/Demolition and Inerts (CDI) sorting will occur within a 52,500 square foot building. The CDI facility is designed to recover recyclable materials such as cardboard, metals, drywall, plastics, and inerts from loads of construction and demolition wastes.

Trucks with loads of construction and demolition wastes enter the building through two roll up doors on the west side and dump their loads onto the concrete tipping pad. The loads are then inspected for hazardous materials, which are removed and temporarily stored until removed from the site by a licensed contractor. If it can be determined which customer delivered the hazardous material to the site, it is returned to the customer.

The material is then fed onto a shaker screen using a tracked excavator or bucket loader. After smaller materials ("fines") are removed using the shaker screen, the remaining material will be conveyed to an elevated sort line where recyclables and residual wastes are removed from inert materials using a series of manual pick stations. Sorted recyclables are placed in bins or roll off boxes. Recyclables such as cardboard, metals, and plastics are moved to the existing MRF, west of the CDI facility, where they are incorporated into separated commodities and baled for shipping to offsite users.

Recoverable untreated and unpainted wood and drywall are moved to the green waste processing area. The remaining inert materials such as concrete and asphalt are loaded into roll off boxes or trailers and transferred to an offsite inerts processor. Remaining residue is placed in roll off boxes or transfer trailers and transferred to a landfill for disposal.

1.4 Days & Hours of Operation

The site is closed for New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving and Christmas. Proposed operating hours for individual components of the facility are summarized in Table 4.1.

Table 1.1
CD&I Facility Operations Schedule
(Maximum Operating Hours*)

Activity	Days	Hours
Offices (MRF Administration Office)	Monday - Friday	8:00 a.m. – 5:00 p.m.
Materials Receipt	Monday - Sunday	5:00 a.m. – 6:00 p.m.
Material Processing	Monday - Sunday	24 hours
Facility Maintenance	Monday - Sunday	24 hours

*Any modification of operating hours to less than those specified in this table are subject to notification and approval by the LEA.

1.5 Acreage

The CDI facility covers approximately six (6) acres.

1.6 Design Capacity

The following assumptions have been used in calculating the facility's construction/demolition (C&D) waste processing capacity:

- Incoming CDI loads will total approximately 500 tons per day.
- Incoming loads are received on approximately 8,000 square feet of tipping floor.
- Material receiving hours: Monday through Sunday, 5:00 a.m. to 6:00 p.m.
- Material can be processed up to two 10-hour shifts per day.

8,000 @ 6’ average height = 48,000 cubic feet
48,000 cf / 27 cf/cy = 1,178 cubic yards
1,178 cy X 500 lbs/cy = 889,000 lbs
889,000 / 2,000 lbs/ton = 444.5 tons of floor storage (Excludes clean inerts that will be stored in bunkers outside)

The C&D sort line has a processing capacity of 20 tons per hour.

20 hours/day of processing time X 20 ton per hour = 400 tpd

1.7 Types of Material & Daily Quantities

The facility will accept mixed CDI debris loads from local construction and demolition projects. Most of the loads will be delivered by Burrtec roll off trucks with an average load weight of five tons. Incoming loads are expected to be a mix of the following:

- Wood
- Metals
- Plastic
- Cardboard
- Drywall
- Concrete
- Asphalt
- Brick
- Roofing Materials

1.8 Estimated Monthly Residue & Recovered Tonnages

The anticipated average recovery rate is 65 percent. Recovered material will include inerts, fines, wood, recyclables including plastic, metal, and cardboard. Estimated quantities for each material recovered are:

Table 1.2
CDI Estimated Recovery Rate

Material	Daily Tonnage
Inerts	175
Fines (ADC)	25
Recyclables	125
Residue	175
Total	500

At 500 tons per day, residual waste will be approximately 175 tons per day or 4,550 tons per month. Recovered recyclable materials will average 325 tons per day or 8,450 tons per month.

1.9 State Minimum Standard Compliance

Compliance with State Minimum Standards is presented in Chapter 2 of this RFI. No additional methods of compliance are proposed for the CDI facility.

1.10 Process Water

Water will be used for dust control through a ceiling-mounted misting system. No other process water will be used in the sorting process.

1.11 Unusual Peak Loadings

In the event of unusual peak loadings, the following programs may be implemented:

- Operate the sort line additional hours,
- Divert CDI materials to the County's CDSDP Program,
- Transfer materials to other Burrtec facilities for processing

1.12 Equipment

The following equipment is proposed for operation of the CDI sorting facility:

Table 1.3
Facility Equipment*

Type	Model	Quantity
Excavator	CAT349FL	1
Front End Bucket Loader	CAT 95-M	1
Bobcat Skid Steer Loader	566	1
Roll Off Truck	N/A	1
Transfer Truck/Trailer	120 cy	1

*Or Equivalent

1.13 Daily Vehicles

Vehicles entering the facility will include:

- Vehicles delivering CDI materials for processing
- Vehicles transferring residual wastes to disposal sites
- Vehicles transferring processed recyclables and organic products to secondary users or end markets
- Employees
- Visitors
- Vendors

Based upon a 500-tpd operation with all proposed facilities in operation, the following number and type of vehicles anticipated to use the facility is summarized in Table 1.4.

Table 1.4
Daily Facility Vehicles

Vehicle Type	# Vehicles	Avg Load Weight	Total Tons	% of Vehicles
Inbound				
Pick Up Trucks	26	1.0	26	4.0
Stake Trucks	2	2.5	5	0.5
Dump Trucks	1	4.0	4	0.5
Roll Off Trucks	90	5.0	450	92.0
End Dumps	1	15.0	15	3.0
Total Inbound	120		500	100
Outbound				
Waste Transfer	8	23	175	
Recycling Roll Off	25	5	125	
ADC End Dump	3	10	25	
Inerts End Dump	12	15	175	
Total Outbound	48		500	
Employee/Visitor	25			
Total Vehicles	193			

1.14 Final Disposition of Materials Received

All material delivered to the CDI sorting facility will be sorted and removed from the site. The final disposition of each material is provided in Table 1.5.

Table 1.5
Final Disposition of Debris Received at the Facility

Material	**Final Disposition**
Recyclables (cardboard, metal, plastic, etc.)	Moved to adjacent MRF for baling and transfer to secondary markets
Untreated/Unpainted Wood and Drywall	Moved to organics processing area and ground into marketable products
Inerts (Asphalt, Concrete, Dirt)	Loaded into roll offs or trailers and transported to offsite processors
Municipal Solid Waste	Loaded into roll off boxes or transfer trailers and transferred to a landfill for disposal.

Manufactured Wood	Transferred to a biomass plant for use as fuel
Incidental Hazardous Materials Removed During Sorting	Temporary onsite storage until removal by a licensed contractor for recycling or disposal.
Treated Wood	Managed as a hazardous waste

1.15 Storage & Removal of Salvaged Material

Per Section 17381.1 of CCR 14, the following time limits are placed on the storage of inerts:

- CDI debris that has not been processed for resale or reuse – 15 months
- CDI debris that has been processed and sorted for resale or reuse – 12 months
- The total amount of material onsite at any given time cannot be more than 30 days' worth of the maximum daily tonnage. For a 5000 ton per day facility, no more than 15,000 of material may be onsite.

These limits may be extended if the operator submits a storage plan to the Local Enforcement Agency that provides documentation that the additional storage time does not increase the potential harm to public health, safety and the environment.

1.16 Management Resume

The CDI facility will be managed by Edwin Hernandez, the Division Manager for the Victor Valley MRF. Prior to his position at Victor Valley, Mr. Hernandez was the Assistant Division Manager for Burrtec's R.A Nelson MRF where he oversaw facility operations including waste transfer, MRF processing, CDI sorting, and organics composting.

1.17 List of Permits

1.17.1 Land Use

A Conditional Use Permit (CUP) was issued by the City of Victorville following a Planning Commission hearing on _____. A copy of the Conditional Use Permit and Conditions of Approval is attached as Appendix A.

1.17.2 CEQA

As part of the Conditional Use Permit review, an Environmental Assessment was prepared subject to CEQA guidelines. The City of Victorville issued a Mitigated Negative Declaration for the project prior to approval of the CUP. A copy of the EA/MND is attached as Appendix B.

1.17.3 Water Quality

A Notice of Intent has been filed with the Regional Water Quality Control Board for coverage under the Strom Water General Permit. An Industrial Storm Water Pollution Prevention Plan (SWPPP) was prepared.

1.17.4 Hazardous Materials

4.17 Injury & Illness Prevention Plan

A copy of the facility's Injury & Illness Prevention Plan is attached Appendix I of this RFI.

4.18 Fire Prevention Plan

The following fire prevention and control procedures will be used for the CDI sorting facility:

- The building is equipped with fire sprinklers that are inspected and maintained per Fire Code requirements,
- The CDI building is equipped with fire extinguishers and fire hoses,
- All facility staff are trained in fire extinguishing methods and procedures,
- The CDI building is equipped with a fire alarm system,
- The load check program includes procedures to checking for incoming loads or burning or smoldering materials,
- In the event that an incoming load is burning, equipment operators will segregate the load from the remaining incoming material and move it out of the building onto the open concrete driveway. Depending upon the size of the fire, facility staff will use fire extinguishers and fire hoses to put out the fire or may contact the Victorville Fire Department for assistance.

II. Siting, Design, & Operating Standards (Article 6.2)

2.1 Siting on Landfills (Section 17406.1.1)

The proposed CDI facility is not located on a operating or closed sanitary landfill

2.2 General Design Requirements (Section 17406.2)

The facility has been designed by an experienced team of licensed design professionals including architects, civil engineers, structural engineers mechanical/electrical/plumbing engineers and landscape architects. The design is based upon site-specific data including geotechnical information, traffic studies, and other relevant special studies. The design also incorporated all relevant public building and fire codes.

2.3 Burning Wastes and Open Burning (Section 17407.1)

Burning waste is not accepted at the facility. If burning material is inadvertently received in a load, the load is moved to a safe area of the site, spread out, and extinguished with onsite fire suppression systems (e.g. fire hoses, water trucks, and fire extinguishers). The load is left in place until completely cold, then loaded into a transfer vehicle with other solid waste.

2.4 Cleaning (Section 17407.2)

2.2.1 General

Housekeeping activities are adequate for the maintenance of facility equipment and minimize the accumulation of inoperative equipment, as well as parts, tires, scrap and similar items. These are removed from working areas of the site and either disposed of, stored, or relocated for repair and subsequent use. Any inoperative equipment is stored properly.

All operations and facilities are cleaned at least once each operating day to prevent the propagation or attraction of flies, rodents, or other vectors. All driveways and vehicle maneuvering areas are swept on a regular basis to control the offsite migration of litter and debris.

Each day, a cleanup crew performs general housekeeping duties throughout the site and along the exterior site boundary. Duties include collection of loose

materials and litter that may have been generated by the day's operations. Bins are cleaned on an as-needed basis, as directed by the supervisor.

The recyclables shipping dock and truck well and solid waste load out ports are cleaned daily after the last truck has been loaded. Interior housekeeping includes:

- Tipping floors - Daily cleaning, using dry-sweep and absorbents.
- Recyclables shipping dock and truck well - Daily cleaning, using dry-sweep and absorbents.
- Building interior and recycling equipment – cleaned using pressure washer, with wastewater directed to clarifier and sanitary sewer. This activity is typically performed only for repairs that require a clean work surface.
- Solid waste load out ports - Daily cleaning, using dry-sweep and absorbents.
- Scale house/office/restrooms - Regular cleaning by a cleaning service.

Additional housekeeping occurs throughout the day, as needed. Special emphasis is placed on the collection of external litter. Material that has indiscriminately been dumped adjacent to the facility is collected. At a minimum, litter is removed daily, or as many times throughout the day as deemed necessary by the supervisor.

2.2.2 Containers

All boxes, bins, pits or other types of containers are emptied at the end of each day, or as needed. Trash bins are cleaned on an as-needed basis. The adopted schedule prevents the creation of nuisances and the harboring of vectors.

2.5 Drainage Control (Section 17407.3)

The facility drainage plan is shown on Exhibit 10. Onsite storm water is managed using a series of surface swales and subsurface pipes. A Notice of Intent was filed with the Lahontan Regional Water Quality Control Board and an Industrial Storm Water Pollution Prevention Plan (SWPPP) was prepared for the facility. A Water Quality Management Plan (WQMP) has also been prepared and implemented to manage storm water pollutants prior to release offsite.

The facility has been designed to carry all surface drainage flows to a detention basin located in the southwest corner of Parcel 1. A second basin is located immediately south of the active compost facility and is designed to serve as a siltation basin. The detention basins are lined in concrete and have Contech filter systems connected to the inlets.

2.6 Dust Control (Section 17407.4)

Dust may be generated within the processing building as part of the recyclables and waste handling processes. A misting system is provided inside the CDI building to control dust and odor. Also, a ventilation system provides air exchange. To control fugitive dust, non-landscaped areas are paved, and onsite paved areas are cleaned regularly. Measures to control exterior dust comply with dust control regulations adopted by the Mojave Desert Air Pollution District.

2.7 Hazardous, Liquid and Special Wastes (Section 17407.5)

The facility does not accept hazardous wastes, or designated, medical or special wastes. The facility does not accept wastes containing greater than 50 percent moisture by weight and does not accept sewage sludge, or untreated industrial sludge. Construction debris or other waste that contains asbestos or lead-based materials is not accepted. Tires found in incoming loads are removed and transferred offsite for recycling.

Small amounts of HHW may be present in incoming loads. The operator implements a rigorous load checking program to prevent these materials from being transported for disposal in the receiving landfill. The Hazardous Waste Screening and Exclusion Program (Appendix F.1) describes onsite procedures in the event that hazardous or infectious waste is discovered in the recyclables or solid waste tipping areas.

The facility has been issued a Small Quantity Generator Permit through the San Bernardino County CUPA program. Any hazardous material found in the incoming material may be stored up to 180 days prior to removal by a licensed hazardous materials contractor.

Household hazardous waste (HHW) that is found in the incoming waste stream is temporarily stored at one or more hazardous waste storage sites designed for temporary storage of HHW. The containers are leak proof, and are provided with secondary containment. Personnel who handle hazardous waste do so while in direct contact or have radio contact with another employee so that any emergency situation may be immediately identified for appropriate response. HHW in all temporary HHW storage areas throughout the facility is removed at the end of each business day and moved to the HHW Storage Area located immediately northwest of the transfer tipping floor.

Each item is placed in an appropriate container that is labeled and logged in. Once the oldest waste has been in storage for 45 days, copies of the log sheets are sent

to a licensed hazardous waste contractor. Hazardous materials are removed by the contractor within the maximum 180-day storage period allowed by law.

The hazardous waste storage area is located on the southwest side of the solid waste transfer area. Within this storage area there is a designated section reserved for the storage and containment of medical waste, including tubs to store red bag waste and sharps containers to safely store any syringes/needles. A warning sign is posted advising all unauthorized personnel to stay out of the area. There is a portable fire extinguisher (ABC rating) and spill response kit in the storage area and an eyewash station nearby.

The following are available to aid in the handling and onsite temporary storage of hazardous materials:

- Internal communications system (hand-held radios) capable of providing immediate emergency instruction to facility personnel.
- Telephone to call for emergency assistance from local police and fire departments.
- Water, which is readily available at the site.

Each hazardous waste storage area is inspected on a weekly basis by a supervisor who keeps a log of such inspections and is responsible for remedying noted deficiencies as soon as possible. Similar informal inspections are conducted daily by personnel responsible for the daily management of hazardous waste. All communication/alarm, fire and spill control, and decontamination equipment is tested regularly and maintained. A written inspection schedule for the MRF, its equipment and operating procedures is kept onsite. This schedule includes a listing of the types of problems that are to be looked for during the inspection.

Any universal wastes found in the incoming waste stream are removed prior to the transfer of residual wastes to a landfill. Recovered universal wastes are stored in a designated area on the north side of the transfer building and removed by a licensed contractor for recycling.

2.8 Litter Control (Section 17408.1)

Litter control is an integral part of daily operations. Litter is routinely collected to prevent safety hazards, nuisances or similar problems and to prevent offsite migration to the greatest extent possible.

Litter is collected, and the tipping floors, recyclables shipping dock, truck wells, load out ports, and other paved areas of the site are swept at least once daily. Litter is collected in the site vicinity and along primary access routes at least twice

weekly or more often based upon the presence of litter. In the event of high winds, the supervisor may choose to implement these procedures more frequently. Also, during high winds, vehicle access doors may be closed when not in use to reduce the potential for light materials to be blown out of the building and generate an external litter problem.

The facility implements a litter control plan. The plan includes a map identifying specific zones for litter control and the estimate amount of time that should be devoted to litter control per day in the zone. Weekly records are kept to monitor litter control schedules.

Recyclables, solid waste, and food waste unloading, sorting, and transfer operations are conducted within enclosed buildings that further assists in litter control. Additionally, to reduce the potential for litter to escape, recyclable materials are secured and/or transport vehicles are covered before they leave the site. Once full, the transfer trailers exit the load out tunnel and travel a short distance to a catwalk where they are covered and any external debris is removed prior to exiting the site. During windy days, extra care is taken to avoid materials blowing from the trailers prior to tarping.

2.9 Medical Wastes (Section 17408.2)

Medical wastes are not accepted at the site. If medical waste is found in the waste load, it is either segregated from the load and temporarily stored until it can be removed from the site by a licensed contractor or isolated until the San Bernardino County Environmental Health Department can be notified and the materials can be safely removed from the site.

2.10 Noise Control (Section 17408.3)

The project site is located within an area with minimal sensitive noise receptors. Parcels to the north, south, and west are vacant undeveloped open space. There are two unoccupied single family residences on the east side of E. Abbey Lane that are buffered from facility operations by block walls and buildings. A small ranch is located southeast of the site that is buffered by walls, employee parking lots, and buildings. All surrounding properties are zoned for industrial uses. The existing residential uses are pre-existing non-conforming uses.

Hearing protection for MRF personnel is provided to equipment operators and others subject to excessive noise levels from MRF operations, in compliance

with OSHA. Equipment meets OSHA requirements and is maintained to operate in a clean, quiet and safe manner.

2.11 Non-Salvageable Items (Section 17408.4)

The following items shall not be salvaged or recovered from incoming waste or recyclable loads unless approved by the LEA:

- Drugs
- Cosmetics
- Food and beverages
- Hazardous wastes
- Poisons
- Medical wastes, syringes, and needles
- Pesticides
- Other materials capable of causing public health or safety problems

2.12 Nuisance Control (Section 17408.5)

The MRF is operated and maintained in a manner designed to prevent the creation of nuisances. Adjacent land uses are not disturbed, as solid waste and recyclables processing operations are conducted in enclosed buildings or within the fenced MRF site. These factors reduce to a level of insignificance the likelihood of a public nuisance.

Local citizens are informed of facility operations and have access to a telephone number to call in the event of a disturbance or emergency. The MRF office is open to the public during normal working hours (Monday through Friday, 8:00 a.m. until 5:00 p.m.). Control measures described in the following sections serve to identify and correct potential nuisance conditions.

2.13 Maintenance Program (Section 17408.6)

On-site equipment and vehicles are maintained by Burrtec employees or by a qualified contractor or manufacturer's representative, in accordance with specifications provided by the manufacturer. Preventative maintenance programs have been established that are specific to each vehicle or piece of equipment used at the facility to ensure proper and safe operation of the facility. Such programs includes, but not is limited to, regular cleaning, visual inspection for wear, regular lubrication of moving parts, replacement of worn parts, and the replacement of the entire entity, when necessary.

All on-site equipment and vehicles, including trucks, trailers, loaders, front-end loader and forklifts, are standard varieties that are easily replaced by local vendors. As facility operator, Burrtec maintains an up-to-date list of local equipment vendors who are capable of providing replacement equipment on an emergency basis.

A list of vendors is also maintained for all mechanical equipment at the facility. Any part that cannot be replaced locally or within a reasonable time period via the manufacturer is inventoried at the facility.

2.14 Personnel Health and Safety (Section 17408.7)

The facility is operated in a manner to protect the health and safety of employees and users. The facility's Injury, Illness and Prevention Program (IIPP) is available for review by local and state inspectors during normal business hours.

Due to the nature of the facility, specialized equipment for handling hazardous, liquid or other unusual waste are not required beyond that shown in the Hazardous Waste Screening and Exclusion Program (Appendix F.1). Materials that are provided for personal safety include gloves, safety glasses/goggles, reflective vests, and particle masks. Shovels, absorbents and containers are provided for control and containment of spills. Hazardous wastes and procedures to prevent commingling with municipal solid waste are described in Appendix F.1.

All CAL-OSHA regulations are observed. Safety equipment, including fire protection equipment and protective clothing, is maintained onsite. Personnel in the recyclables and transfer station areas (spotters, floor sorters, equipment operators) are required to wear protective gear, including hard-hats, eye protection, orange safety vests, gloves and protective footwear.

All facility personnel are required to complete a program to perform their respective duties in a way that ensures compliance with applicable recyclables and solid waste handling requirements. Requirements include the wearing and use of appropriate personal protective gear and proper handling of hazardous materials.

Personnel are trained in the use of the Hazardous Waste Spill Contingency Plan and San Bernardino County Fire Department Hazardous Waste procedures. As the designated contracting operator, Burrtec will provide and maintain a Health and Safety Plan at the MRF.

2.15 Protection of Users (Section 17408.8)

The facility is designed, constructed, operated and maintained to minimize the potential for the public to come into contact with CD&I wastes. Directional signage is used to direct vehicles to designated unloading area throughout the facility. These include areas for unloading wastes, recyclables, green waste, and construction/demolition wastes. Trained facility employees are stationed throughout the facility to direct traffic and coordinate the dumping of incoming loads.

2.16 Roads (Section 17409.1)

The facility is accessed by paved public roads. Access is provided by Abbey Lane from Stoddard Wells Road to the east and by E. Abbey Lane and Dante Street that connect to Stoddard Wells Road to the north.

All onsite operations areas are paved in concrete. The employee/visitor parking lot is paved in asphalt.

Street sweepers are used to clean roadways. Onsite roadways are maintained to minimize the generation of dust and tracking of soil offsite and onto public roads. Onsite roadways are kept in a safe condition and maintained to allow all-weather access. Onsite roadways are cleaned and repaired as necessary.

2.17 Sanitary Facilities (Section 17409.2)

The MRF and mixed waste processing facility are equipped with restrooms that provide toilets and sinks for the use of employees and visitors. Additional portable toilets may be stationed in outside operations areas. All permanent sanitary facilities are connected to public water and wastewater systems.

2.18 Scavenging and Salvaging (Section 17409.3)

Scavenging of any materials from incoming loads by employees or customers is prohibited.

Recyclable materials are sorted and recovered as part of all facility activities. Recovery methods for each specific sorting or processing operation are described in following chapters. All salvaging and recovery is performed by employees who have been properly trained in materials salvaging and provided with protective equipment. All salvaging activities occur in a manner that results in minimal disruption of unloading activities and traffic flow.

2.19 Signs (Section 17409.4)

2.19.1 Identification Signs

Directional signs are located near the Abbey Lane/E. Abbey Lane (Bimini Street) intersection and at the facility's entrance. Identification signs are located at the facility entrance and the scale house. The entry signs identify the driveway as the access to the site and for the exclusive use of waste collection and transfer trucks and other vehicles utilizing the facility.

2.19.2 Entry Signs

A sign is posted at the main entrance on Abbey Lane where collection and self-haul vehicles enter. This sign clearly states the following:

- Name of Facility
- Hours of operation

A sign is also posted at the scale house that includes the following information:

- Acceptable and unacceptable materials
- Schedule of charges
- Tarping requirements
- Load Check Program

2.19.3 Directional Signs

Directional signs are installed at the Abbey Lane/E. Abbey Lane (Bimini Street) intersection and the driveway entries of the facility on E. Abbey Lane (Bimini Street). These signs identify the main public entrance and the restriction of public traffic on secondary entrances. Additional directional signs are located throughout the facility to provide onsite guidance for collection trucks, recyclables transport trucks, waste transfer trucks, self-haul vehicles, employees and visitors.

2.20 Load Checking Section 17409.5)

2.20.1 Waste Check-In and Weighing

All collection and private vehicles delivering wastes or recyclables enter the site through the main entrance on Abbey Lane. All incoming vehicles stop at the scale house at the Victor Valley MRF where they are weighed and drivers are inquired about their load. All incoming loads are required to be tarped or otherwise covered. The scale house attendant then directs to the CDI facility. Traffic control personnel at the CDI facility verify that the load has been weighed and directs the vehicle to the appropriate tipping area. Once at the appropriate tipping area, facility personnel direct vehicle unloading. The load is inspected by load check personnel as the vehicle is unloaded. Signs and roadway markings are prominently displayed to assist in directing traffic.

All Burrtec trucks and most commercial vehicles will be tared. Each vehicle is numbered and has identifying decals. The vehicle's tare weight is recorded in a computerized system. Records obtained at the scale are available to authorized LEA and State agency personnel.

Self-haul vehicles also access the facility through the MRF scales, prior to entering the CDI facility. The self-haul vehicles then proceed to the designated tipping floor (shown on Figure 12 – Traffic Flow). The driver empties the vehicle of its contents under the direction of traffic control personnel then exits the facility. If requiring a weigh back, the driver will return to the MRF scales.

2.20.2 Load Screening Program

This section outlines procedures that are followed to prevent acceptance of prohibited wastes in recyclables or solid waste loads. Additional detail is provided in Appendix F-2 (Load Check Program). The facility has a load inspection program that involves a series of steps whereby loads of recyclables and solid waste are screened, ineligible wastes identified, and the source of the ineligible waste determined, when possible. The program has the following major goals:

- Minimize and eliminate ineligible waste at the facility.
- Identify unacceptable waste and require generators or haulers to assume responsibility for the proper management of their wastes.
- Properly manage unacceptable wastes in cases where the generator or hauler cannot be identified or refuses to accept responsibility.

Appropriate onsite personnel (supervisors, scale house attendants, spotters, equipment operators) are provided with training in the identification of potentially

hazardous materials (typically household hazardous waste) that may enter the facility. Signs are posted in various locations throughout the facility, including the entry scale and scale house, indicating that the facility does not accept hazardous waste, household hazardous waste or liquid waste. These signs inform the customers that their loads are subject to inspection and provide a list of unacceptable types of wastes (see Appendix F.1).

All recyclables and solid waste collection trucks and self-haul vehicles that enter the CDI facility are weighed and checked in at the scale. Each hauler is asked about the contents of the load. If questionable materials are noted in a specific load (materials that cannot be easily identified, such as waste in special packaging or materials with unusual odors), a supervisor is contacted to determine the acceptability of the material. Construction wastes that contain asbestos or lead-based materials are not accepted at the facility.

Inspections CDI loads also occur as the material is dumped from each collection truck or self-haul vehicle onto the tipping floor or tipping pad. Inspections are provided by on-floor spotters, equipment operators, and facility supervisor as material is moved on the tipping floors. If non-acceptable materials other than normal household hazardous waste (HHW) are suspected or identified, the materials are isolated, and the supervisor is notified for further examination and identification.

In addition to the continuous inspection of incoming loads described above, some loads are subject to random comprehensive inspections as they are unloaded onto the tipping floor. The random inspection program is further discussed in Appendix F.2

Records of individual vehicles and loads are used to identify the party responsible for dumping any materials determined to be hazardous. As the facility operator, Burrtec seeks reimbursement from identifiable responsible parties for all response actions initiated. If no responsible party can be identified, Burrtec retains full responsibility for proper mitigation of the hazardous material.

The supervisor prepares a record of each instance where it was necessary to initiate a response action for onsite hazardous materials. The record is entered into the CDI's Special Occurrence Log Book. It includes the following information and is retained in MRF files for at least five years:

- Date and time hazardous materials were discovered.
- Type and quantity of materials involved.
- Estimated quantity and disposition of hazardous materials removed.
- Copies of hazardous waste manifests.

- Agency contacted (if applicable)

Hazardous materials that are detected without an identified hauler are transferred to the hazardous waste temporary storage area by facility employees or the area is blocked off until the material can be properly removed. Unlawful disposal of hazardous materials is reported immediately to the San Bernardino County Fire Department and the Local Enforcement Agency (LEA) (Department of Environmental Health).

If the unacceptable material requires removal from the site, Burrtec takes responsibility for the intermediate handling of this material. A licensed hazardous waste contractor is contacted to remove, transport and dispose of the hazardous material at a permitted disposal or recycling facility, in compliance with federal, state and local regulations.

CHAPTER III – SB13983 Compliance

Implementation of SB1383 regarding reductions in greenhouse gases requires all solid waste and recycling facilities to implement specific programs to reduce the disposal of organic materials at landfills. SB1383 also requires specific sampling programs for various material streams.

3.1 Organic Waste Recovery Efficiency (Section 17409.5.1)

This section provides overall direction regarding how a transfer/processing facility operator should determine whether their facility is a high diversion organic waste processing facility, as defined by CCR 14 Section 18982(a)(33) that meets or exceeds an annual average mixed waste organic content recovery rate of 50% by 1/1/2022 and by 75% by 1/1/2025.

The facility operator shall:

a) Determine the sum of the weights of organic waste recovered from the mixed waste organic collection stream by adding the weights determined pursuant to Section 17409(b)(6) for each operating day that measurements were conducted during the reporting period,

b) Determine the sum of outgoing weights of organic waste removed from the mixed waste organic collection stream for landfill disposal by adding together the weights as measure pursuant to Section 17409.5.3(5) for each operating day that measurements were conducted during the reporting period,

c) Determine the sum of outgoing weights of organic waste recovered from the source separated organic waste collection stream by adding together the weights as measure pursuant to Section 17409.5.4(b)(6) for each operating day that measurements were conducted during the reporting period,

d) Determine the sum of outgoing weights of organic waste removed from the source separated organic waste collection stream by adding together the weights as measure pursuant to Section 17409.5.5(b)(5) for each operating day that measurements were conducted during the reporting period,

The facility operator shall be responsible to reporting all sums of outgoing weights of organics waste from the above-noted stream to the Local Enforcement Agency and CalRecycle pursuant to Section 18815.5.

The facility operator shall maintain records demonstrating compliance to this section in a manner approved by the Local Enforcement Agency.

3.2 Measuring Organic Waste Recovered from Mixed Waste Organic Collection Stream (Section 17409.5.2)

In order to meet the sampling requirements of this section, a facility must receive a mixed waste organics stream. A facility is exempt from this sampling requirements if it has the following programs in place:

a) All municipalities using the facility have implemented ordinances prohibiting the disposal of organic wastes in the mixed waste stream delivered to the facility,
b) The facility has implemented a load check program designed to avoid the acceptance of organics in the mixed waste stream entering the facility, and
c) The facility has posted signs at all entrances prohibiting the acceptance of organics in the mixed waste stream entering the facility.

The Victor Valley MRF has implemented all three of the above requirements and therefore is exempt from sampling under this Section.

3.3 Measuring Organic Waste in Material Removed from Mixed Waste Organics Collection Stream for Disposal (Section 17409.5.3)

In order to meet sampling requirements of this section, the facility must receive a mixed waste organics stream under which non-recoverable material is transported to a landfill for disposal. As noted in Section 17409.5.2, this facility does not accept a mixed waste organics stream. Therefore, this facility is exempt from this requirement.

3.4 Measuring Organic Waste Recovered from Source Separated Organic Collection Stream (Section 17409.5.4)

This section describes procedures to be followed for measuring the weight of organic waste separated from a source separated organic waste stream after processing for end-use or recovery. The sampling protocol implemented by this facility is:

- Sampling shall occur over ten (10) consecutive days each reporting quarter (three months),
- On each sampling day, at least two hundred (200) pounds of each organic waste type separated at the facility shall be sampled,
- All samples shall be random and taken from various locations throughout the sampling day,
- The total weight of the collected samples shall be weighed prior to sorting to determine the gross weight of the sample,

- All organic wastes shall be separated from the sample load and stored in containers that have received a tare weight.
- Once material separation is complete, each container holding a different material type shall be weighed,
- Final weights for each sorted material type shall be recorded and a percentage of the total sample weight shall be calculated.

3.5 Measuring Organic Waste in Material Removed from Source Separated Organic Waste Collection Stream for Disposal (Section 17409.5.5)

This measurement is designed to determine the percentage of organic wastes remaining in residue from compost activities that is destined for final disposal at a landfill. The sampling protocol implemented by this facility is:

- Sampling shall occur over ten (10) consecutive days each reporting quarter (three months),
- On each sampling day, at least two hundred (200) pounds of each organic waste type separated at the facility shall be sampled,
- All samples shall be random and taken from various locations throughout the sampling day,
- The total weight of the collected samples shall be weighed prior to sorting to determine the gross weight of the sample,
- All organic wastes shall be separated from the sample load and stored in containers that have received a tare weight.
- Once material separation is complete, each container holding a different material type shall be weighed,
- Final weights for each sorted material type shall be recorded and a percentage of the total sample weight shall be calculated.

3.6 Source Separated Organic Waste Handling (Section 17409.5.6)

This section requires that organics remain separated from mixed waste streams that are transported to landfills for disposal. It also clarifies that construction/demolition waste debris shall be kept separate from both source separated organic waste streams and mixed waste organic collection waste streams.

As indicated in the Transfer Processing Report's project description, each material stream is kept in a designated location of the facility including. Recovered organic wastes shall be removed from the site to:

- An end user as approved by a local, state, or federal agency having appropriate jurisdiction,

- Transported to another solid waste facility or operation for additional processing, composting, in-vessel digestion, or other approved recovery technology.

3.7 Gray Container Waste Evaluations (Section 17409.5.7)

Gray container sampling is performed at waste transfer facilities where all jurisdictions using the facility have implemented ordinances prohibiting the disposal of organic wastes in the mixed waste stream. All jurisdictions using the Victor Valley CDI Facility have implemented thee ordinances. Gray container sampling will the following protocol:

- Sampling shall occur on one representative days per quarter,
- On each sampling day, at least two hundred (200) pounds of each organic waste type separated at the facility shall be sampled,
- All samples shall be random and taken from various locations throughout the sampling day,
- The total weight of the collected samples shall be weighed prior to sorting to determine the gross weight of the sample,
- All organic wastes shall be separated from the sample load and stored in containers that have received a tare weight.
- Once material separation is complete, each container holding a different material type shall be weighed,
- Final weights for each sorted material type shall be recorded and a percentage of the total sample weight shall be calculated.

3.8 Incompatible Material Limits in Recovered Organic Waste (Section 17409.5.8)

A facility operator shall measure compliance with the provisions of SB1383 and CCR 14 Section 17409.5 through the following:

Incompatible Material Percentages:

- On and after 1/1/2022, incompatible material shall not exceed 20 percent by weight,
- On and after 1/1/2025, incompatible material shall not exceed 10 percent by weight

The operator shall measure compliance using the following protocol:

- All samples taken under Sections 17409.5.2 and 17409.5.4 shall be used to determine compliance,
- For ach sample, the operator shall remove any incompatible material and determine its total weight, the percentage of incompatible material shall be

determined by dividing the weight of all incompatible materials by the total weight of the samples used.

The recovered organic waste stream shall not be subject to the above-noted incompatible percentages by year provided that it is sent to another facility for further processing including the following:

- A transfer/processing facility or operation that complies with Section 17409.5.8,
- A compostable materials handing facility that complies with Sections 17867(a)(16) and 17409.5.8
- An in-vessel digestion facility that complies with Sections 17896.4.1 and 17409.5.8 (a),
- An activity that meets the definition of a recycling center per Section 17402.5(d)),

3.9 Alternatives to Measurement Protocols (Section 17409.5.9)

No alternative measurement protocols have been requested for this facility.

3.10 Solid Waste Handling at Consolidation Sites (Section 14709.5.10)

This section applies to facilities that accept source separated organic waste streams, but do not process this material onsite. All materials received at the Victor Valley CDI Facility are processed onsite with no recoverable materials sent to an offsite processing facility. Therefore, this facility is exempt from the Section.

3.11 Solid Waste Handling at Co-Located Facilities or Operations (Section 17409.5.10.5)

The Victor Valley MRF accepts mixed waste streams and source separated organics. Therefore, the facility is subject to the requirements of this section as follows:

- If sampling is performed pursuant to Sections 17409.5.3, 17409.5.5, or 17867.44.1, whichever is applicable, demonstrates the percent of the material removed for disposal that is organic waste is less than the percent specified in Section 17409.5.8(c)(2) then only the organic waste that is sent off-site for further processing and landfill disposal are subject to the requirements of Sections 17409.5.1 through 17409.5.8

- If sampling is performed pursuant to Sections 17409.5.3, 17409.5.5, or 17867.44.1, whichever is applicable, demonstrates the percent of the material removed for disposal that is organic waste is no more than the percent specified in Section 17409.5.8(c)(2) then the organic waste removed after processing and sent for further processing on-site or off-site and landfill disposal are subject to the requirements of Sections 17409.5.1 through 17409.5.8

3.12 Remnant Organic Material Separated from Gray Container Processing (Section 17409.5.11)

The Victor Valley CDI Facility does not separate organic material from gray container waste streams. Therefore, this facility is not subject to this section

3.13 Transfer/Processing EA Verification Requirements (Section 17409.5.12)

The facility operators shall provide the Local Enforcement Agency with all requested information that is required to allow the LEA to verify that the measurements and sapling provided by the facility operator are consistent with the requirements prescribed in the subsections of Section 17409.5.

The LEA shall conduct the verification through:

- A review of all records required under Section 17414.2, and
- The periodic direct observation of measurements at a frequency necessary to ensure that the operator is performing measurements consistent with applicable subsections of Section 17409.5.

If any organics waste material is sent off-site to any facility not a permitted solid waste facility or operation, the LEA shall directly observe any compostable materials handling operation at the off-site facility to determine that the provisions of Section 17409.5 have been met.

CHAPTER IV
RECORD KEEPING

The following sections address the requirements of Article 6.3 of Title 14 CCR, Division 7, Chapter 5 relative record keeping for transfer stations and materials recovery facilities as described in Sections 17414.

4.1 Record Keeping Requirements (Section 17414(a))

Computerized records of transactions associated with operation of the facility are maintained. Records of incoming recyclables and solid waste vehicles include at least the following:

- Date and time of entry
- Vehicle company name and identification number
- Origin of the waste delivered (city or community)
- Net weight (in tons) of waste recyclables delivered
- Type of waste material (recyclables or mixed waste)
- Fee charged for recyclables delivery
- Fee charged for waste delivery

This information is stored in the facility office. The onsite scales are serviced and calibrated regularly to ensure accuracy.

Computer printouts of weight receipts are kept for all loads brought to the facility by commercial haulers and self-haulers, and materials that leave the facility for marketing or disposal. These records are maintained on the Burrtec computer system and therefore undergo the regular month-end account reconciliation to ensure their accuracy.

A report of daily waste volumes is provided quarterly to the LEA. Copies of this report, or information under an alternative format, are made available to local and state agencies authorized to request and review the records.

4.2 Record Maintenance (Section 17414(b)&(c))

All records are maintained onsite in the facility office for at least three years. They are available for inspection by representatives of the San Bernardino County LEA or other responsible agencies during normal business hours: Monday through Saturday, 8:00 a.m. until 5:00 p.m.

4.3 Special Occurrences (Section 17414(d))

A Special Occurrence Log is maintained at the facility office. A special occurrence is an incident such as fire, injury, property damage, accident, explosion, flooding, incident related to hazardous waste, or other unusual occurrence. In the event of an incident, a record is entered in the logbook. The record includes the date, time and a detailed accounting of the incident. Only a supervisor is authorized to make an entry in the Special Occurrence Log.

The Special Occurrence Log is available to representatives of the San Bernardino County LEA and other responsible agencies during normal business hours: Monday through Saturday, 8:00 a.m. until 5:00 p.m.

4.4 Facility Complaints (Section 17414(e))

There is a listed telephone number for the facility that either is answered or records messages on a 24-hour basis. This number can be used by a member of the public to file a complaint relative to facility operations. A log of complaints is maintained as part of the Special Occurrence Log and available for inspection. All written complaints are also compiled and included in the complaint log. The logbook records the date and time of the complaint and, if provided, the complainant's name, phone number and/or address. Burrtec provides a written response to each complainant who provides an address.

4.5 Employee Records (Section 17414(f))

The Division Manager is responsible for maintaining the following documents and records at the facility offices:

- Job title for each position and name of employee filling the position.
- Written job description for each position, including the requisite skill, education, and/or other qualifications and duties of employees assigned to the position.
- A written description of the type and amount of both introductory and continuing training that is given to each person filling a position.
- Records of completion of training for facility personnel.

Training records for current personnel are kept for the operating life of the facility. Training records for former employees are kept at least three years from the date the employee last worked at the facility.

4.6 Recording & Reporting Requirements – Organic Waste Recovery (Section 17414.2)

The facility operator shall keep records of the following, if applicable:

1) The results of each sample conducted pursuant to the applicable Sections 17409.2 through 17409.8,
2) Daily outgoing weights of material from the mixed organics waste stream,
3) Daily outgoing tonnages of materials removed from the mixed organics waste stream and sent to landfill disposal,
4) Daily outgoing weights of materials recovered from the source separated organic waste stream,
5) Daily outgoing weights of material removed from the source separated, organic waste stream and sent to landfill disposal,
6) Daily incoming weights of mixed organic waste,
7) Daily incoming weights of source separated organic waste,
8) The results of the formula calculated pursuant to Section 17409.5.8(b)(7),
9) If the operator complies with the incompatible material requirements of Section17409.5.8 by sending material to a facility that meets the requirements of Section 17409.5.8(c), the operator shall keep a record of:
    a. The name, address, location, and, if applicable, the RDRS number of each facility that the material is sent,
    b. Daily outgoing weights of material sent to each type of facility.
10) The results of the waste evaluations conducted pursuant to Section 17409.5.7 and a copy of the notification if a waste evaluation was performed at an alternative solid waste facility,

The operator shall record and maintain the following records regarding compostable material that is sent offsite to any destination(s) other than an authorized permitted solid waste facility or operation:

a. The level of incompatible materials in that material as measured pursuant to 17409.5.8, and
b. The total weights of that material per day.

The records required in Subdivisions (a) and (b) shall be:

a. Adequate for overall planning and control purposes, and
b. As current and accurate as practicable.

All records required under this section shall be kept by the operator at one location and be accessible to the EA and other duly authorized agencies for five (5) years during normal working hours.

CHAPTER V
ADDITIONAL OPERATING REQUIREMENTS

5.1 Communications Equipment (Section 17415.1)

Adequate communications equipment is available to onsite personnel to allow quick response to emergencies. Supervisors and equipment operators communicate via hand-held radios, units mounted on mobile equipment or by cellular phone. Telephones are located in the scale house and office. Scale house personnel also have access to radios.

5.2 Fire Fighting Equipment (Section 17415.2)

The facility has an onsite fire suppression system. It is based upon an onsite 100,000-gallon water tank with a fire pump to provide adequate pressure. The tank is connected to a system of onsite fire hydrants throughout the site and within the transfer building (See Figure 9 – Fire Protection Plan). The organics processing area maintains a looped hydrant system.

Fire extinguishers are kept throughout the transfer building and organics processing area as well as in all onsite rolling stock. All employees are trained in fire response procedures. The facility's Fire Control Plan is provided in Appendix F.

5.3 Housekeeping (Section 17416.1)

Qualified mechanics and supervisors provide maintenance of the facility. All equipment and supplies used for facility and equipment maintenance is kept in designated storage areas. If used parts or inoperable equipment accumulates onsite, it is removed to a scrap recycler. A qualified recycler periodically removes waste fluids that are defined as hazardous.

5.4 Lighting (Section 17416.2)

Lighting is installed for site security, 24-hour operations, interior cleaning and after-hours maintenance. As illustrated in Figure 10, lights are placed at the driveways, the scale house, in and around the processing building and offices, and around the perimeter of the developed portion of the site. Lighting is sufficient to ensure the safety of personnel and equipment, enable personnel to monitor the effectiveness of cleaning operations, and allow for inspection of loaded transfer vehicles and other onsite activities that are conducted during hours of darkness. Lights are attached to light poles and building exteriors.

5.5 Equipment (Section 17416.3)

Information regarding facility equipment is provided in Section 1.15 of this TPR. In the event of an equipment failure, the Operations Manager maintains a list of local equipment rental

companies. Typically, at least one backup wheeled loader is kept onsite. In the event of a failure by the green waste horizontal grinder, a tub grinder may be brought onsite on a temporary basis to process green waste and wood wastes.

5.6 Site Security (Section 17418.1)

Security measures are provided to discourage unauthorized access. Visual monitoring through closed circuit camera systems is provided throughout the site. Cameras are located in the transfer building, in the scale house, and outside monitoring vehicle queuing areas, loadout bays, and the green waste pad.

Questionable vehicles or persons are reported to supervisory personnel. Lockable 6-foot-high chain link gates are provided at the entrance and transfer load out tunnel entrance. A security guard is on the site during non-business hours.

Collection vehicles and self-haul vehicles are accepted only at the controlled main entrance. The main gates that control entry and exit are closed and locked during non-operating hours, typically from 7:00 p.m. until 5:00 a.m. Gates remain open during the operational time period.

5.7 Site Attendant (Section 17418.2)

The facility is supervised by site personnel during all business hours. Supervisory personnel include the following personnel:

- Site Supervisor – Oversees all facility activities.
- Scale House Operator – Operates scales, inquires on content of the loads, and regulates incoming vehicle traffic.
- Traffic Attendants – Direct incoming and outgoing traffic.
- Load Checkers – Direct unloading activities and check incoming loads for unacceptable materials.

5.8 Traffic Control (Section 17418.3)

Access to the facility is provided by three entrances. Primary access is taken from Abbey Lane. During phase 2 of this project, a scale house and two 70-foot truck scales will be installed at the entry point. During Phase 1, vehicles delivering materials to the facility will use the Victor Valley MRF scales to weigh in. Once weighted and checked in, they will use either the Abbey Lane entrance or south E. Abbey lane entrance to access the site. Onsite traffic control personnel will check them in and direct them to an unloading area.

The south E. Abbey Lane entrance will also be used for roll off trucks moving recovered recyclables from the CDI facility to the MRF for consolidation with MRF recovered materials.

Recycling loads will be weighted at the MRF's northeast scale and logged in as a separate load originating from the CDI facility.

The north entrance on E. Abbey lane provides access to the employee/visitor parking lot.

5.9 Visual Screening (Section 14719.1)

The site is located at the easterly terminus of Edom Hill Road. It is blocked from all sides by hills and the closed Edom Hill Landfill. No sensitive land uses are located near the site that would require visual screening. The entire site is enclosed with a 6-foot high chain link fence.

5.10 Water Supply (Section 17419.2)

Domestic and fire protection water is provided to the site by a public well and water line. The well is owned by the Riverside County Department of Waste Resources and is located approximately one mile to the northwest of the facility. Water is conveyed to the site in a six-inch PVC pipe. Bottled water is used for drinking water.