



west virginia department of environmental protection

Division of Water and Waste Management
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Revised February 8, 2021

PRE-SITING REQUIREMENTS FOR A COMMERCIAL SOLID WASTE FACILITY

Any persons investigating an area for the purpose of siting a commercial solid waste facility where no current solid waste permit exists, in order to determine a feasible, approximate location, shall comply with the pre-siting notice requirements of 33CSR1 subdivision 3.4. and W.Va. Code §§22-15-13. There are basically two steps in the initial pre-siting notice process, as follows.

STEP 1: PUBLISH A CLASS II LEGAL ADVERTISEMENT

A Class II legal advertisement shall be published by the applicant in a qualified newspaper serving the county or counties where the proposed site may be located. This legal advertisement must include the following:

1. The applicant's name and mailing address
2. Nature, description, and type of proposed facility
3. Anticipated size of proposed facility in acres
4. Anticipated life of facility
5. Location of facility to include:
 - a. Nearest post office (city or town)
 - b. Magisterial district(s)
 - c. County or counties
 - d. Nearest stream
 - e. Receiving stream
 - f. Major drainage basin
6. An estimate of the volume, type and source (city, county and state) of the solid waste proposed to be handled at the facility
7. Location map (scale 1" = 1 mile) with detail commonly found on a West Virginia General County Highway map to include:
 - a. A map size minimum two (2) inches by two (2) inches (suggested size 4" x 4")
 - b. Longitude and latitude of the center of the site and these two lines shown on the map at the center of the proposed site
 - c. A north arrow
 - d. Information pertinent to the identity (name) of the highway map utilized

Promoting a healthy environment.

STEP 2: FILLING REQUIREMENTS OF A PRE-SITING NOTICE WITH THE APPROPRIATE AGENCIES

Within five (5) days following the publication of the Class II legal advertisement, two (2) copies of a pre-siting notice, made in writing on forms obtained from the Director, signed and verified by the applicant, must be filed with:

West Virginia Department of Environmental Protection
Division of Water and Waste Management
Solid Waste Management
601 57th St. SE
Charleston, WV 25304

In addition, one (1) copy shall be filed with the appropriate county or regional solid waste authority, county commission and/or other entities established pursuant to W.Va. Code §§22C-4, and §§22-15-13 according to the county or region in which the proposed facility or facilities may be located.

Each pre-siting notice shall include:

1. As an attachment, a notarized certification of an original publication of the legal advertisement from the qualified newspaper in which the advertisement was published as it appeared in the newspaper
2. The applicant's name and mailing address
3. Nature, description and type of proposed facility
4. Anticipated size of proposed facility in acres
5. Anticipated life of facility
6. Location of facility to include:
 - a. Nearest post office (city or town)
 - b. Magisterial district(s)
 - c. County or counties
 - d. Nearest stream
 - e. Receiving stream
 - f. Major drainage basin
7. An estimate of the volume, type and source (city, county and state) of the solid waste to be handled at the facility
8. Location map (scale 1" = 1 mile) with detail commonly found on a West Virginia General County Highway map to include:
 - a. A map size minimum two (2) inches by two (2) inches (suggested size 4" x 4")
 - b. Longitude and latitude of the center of the site and these two lines shown on the map at the center of the proposed site
 - c. A north arrow
 - d. Information pertinent to the identity (name) of the highway map utilized
9. Period of time over which the investigative review the applicant will need to determine the feasibility of the site

10. A 7.5 minute USGS topographic site plan map or portion thereof and a map (8 1/2" x 11" or larger) to include:
 - a. The location of the site and anticipated property
 - b. The site
 - c. Other boundaries of each site being considered
 - d. All areas within one thousand five hundred (1,500) feet of the site boundaries
 - e. A north arrow
 - f. The USGS quadrangle with date of latest revision
11. Any additional information required by the Director.

Note: The information provided in Step 2, Items 2 through 8, must be identical to the information published in the Class II Legal Advertisement.

We will process your personal information (email address, mailing address and/or telephone number) in accordance with the State of West Virginia's Privacy Policy for appropriate and customary business purposes. Your personal information may be disclosed to other state agencies or third parties in the normal course of business or as needed to comply with statutory or regulatory requirements, including Freedom of Information Act requests. The Division of Water and Waste Management will appropriately secure your personal information. If you have any questions about our use of your personal information, please contact the DEP's Chief Privacy officer at depprivacyofficer@wv.gov.