



Class IV Composting Facility Requirements

The State of Ohio has specific regulations regarding registered solid waste composting facilities. The detailed requirements for Class IV composting facilities can be found in Rules 3745-560-400 through 3745-560-435 of the Ohio Administrative Code (OAC). Composting related definitions can be found in OAC Rule 3745-560-02. This guidance document is a summary of the responsibilities associated with this type of facility, including the specific waste materials acceptable at a Class IV facility and definitions associated with composting. This document reflects current effective rule language as it appears in the Ohio Administrative Code. A copy of the current composting regulations can be printed from our website at: www.epa.ohio.gov/dmwm.

What is Composting?

OAC Rule 3745-560-02 defines composting as the process of biological decomposition of solid wastes under controlled conditions resulting in compost. For the purpose of Chapters 3745-560 and 3745-501 of the Ohio Administrative Code, composting is considered a form of solid waste disposal.

What is a Class IV Composting Facility?

Class IV composting facilities are those which accept only source-separated yard wastes as feedstock. Source-separated yard waste means yard waste that has been separated at the point of generation or collection from other solid wastes.

Yard waste refers to the following wastes:

- Leaves
- Grass clippings
- Brush
- Garden waste
- Tree trunks & stumps
- Holiday trees
- Prunings from trees or shrubs

Industrial or agricultural processing wastes, such as discarded fruits, vegetables, or foliage, are NOT considered yard waste. Vegetative waste resulting from clearing of construction sites is considered yard waste.

In addition, Class IV composting facilities can use only those bulking agents and additives authorized by rule. Bulking agents and additives must be source-separated; however, multiple bulking agents and additives may be collected or mixed together.

Bulking agents acceptable for use at Class IV facilities are:

- Wood chips
- Straw
- Sawdust
- Shredded brush
- Clean untreated wood (including wood pallets and dimensional lumber)
- Shredded newspaper
- Shredded cardboard
- Stover
- Compostable containers

Compostable containers refer to containers made of vegetative matter, paper, cardboard, and compostable plastics that meet ASTM D6400 or D6868.

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Additives acceptable for use at Class IV facilities are:

- Urea
- Bacterial / fungal inoculum

Class IV Composting Facilities Must Meet the Following Requirements:

Registration

Who should register: Those who want to compost yard waste and distribute (sell or give away) the finished product should register as a Class IV composting facility.

When to apply: At least 90 days prior to the Class IV composting facility accepting solid waste.

Obtaining an application: Contact the Division of Materials and Waste Management (DMWM) at (614) 644-2621, your local health department, or the appropriate Ohio EPA district office. Registration forms may also be printed from DMWM's website at www.epa.ohio.gov/dmwm.

Submitting an application: Mail the completed and notarized application to Ohio EPA, Division of Materials and Waste Management, Lazarus Government Center, P.O. Box 1049, Columbus, Ohio 43216-1049.

Fees involved: None.

Plan view drawing: A plan view drawing of the facility must accompany the registration application. The plan view drawing shall include specific information about the facility within five hundred feet beyond the facility boundaries. See OAC Rule 3745-560-400(B)(2) for the complete list of information.

Letter of intent to register: Concurrent to submittal of registration, a letter of intent to establish a composting facility (including description of property and facility boundaries) must be sent to the following entities via certified mail or any other form of mail accompanied by a receipt requested:

Local government (e.g. county commissioner, board of township trustees, etc.)
Solid waste management district
Owner or lessee of any easement or right of way bordering or within the proposed facility boundaries
Local zoning authority
Park system administrator and conservancy district
Local fire department

Changes: Provide written notification to the Ohio EPA and approved health department of any changes to the name, address, and phone number of the registrant, or changes in the contact person or phone number, as well as any changes in the location of the facility or changes in ownership. An amendment to the registration that involves any proposed change to the materials placement area requires written concurrence from Ohio EPA. See OAC Rule 3745-560-400(F) for details.

Facility Construction and Preparation

Construction must be completed and the facility must be inspected by Ohio EPA before any feedstock, bulking agents, and additives are accepted at the facility. Land surfaces utilized for waste handling, composting, and storage of compost product (material placement areas) must be constructed according to

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the following requirements:

Land surface must be between one and six percent in slope to divert surface water to collection points
Construct materials placement area to allow facility operations during inclement weather
Construct roads to allow passage of vehicles at all time
Construct any planned leachate or surface water management structures
Post signs

Facility Operations

Composting methods: Class IV composting facilities must use any combination of the following composting methods: windrow, in-vessel, aerated static pile, or static pile. Construction and turning frequency of the composting mix must enable controlled biological decomposition under predominately aerobic conditions.

Prevent nuisances and health hazards: Conduct operations in a manner that:

- Controls noise, dust, and odors
- Prevents the attraction, breeding, and emergence of insects, birds, rodents, and other vectors
- Prevents fires

Access to the facility: Maintain access roads to allow passage of loaded vehicles during inclement weather conditions with minimum erosion and dust generation, and allow access only to employees and other authorized persons when the facility is not in operation.

Signs: When public access is allowed, signs must be posted at the entrance that list the accepted wastes and those that are prohibited.

Equipment: Have fire control equipment, material, and services available to control or extinguish any fire at the facility. Necessary equipment to conduct facility operations must be maintained in the appropriate size and quantity.

Wood Processing: Shred or chip any tree stumps, trunks, limbs and clean untreated wood and remove foreign materials prior to incorporation into the composting process. Tree stumps, trunks, limbs, and clean untreated wood must be processed at a minimum annually or more often if conditions causing a nuisance or safety hazard exist.

Distribution requirement: The owner or operator shall distribute compost product at a minimum rate of one-fourth the amount of material received the previous year.

Surface Water Management: Includes the control of surface water run-off and run-on, preventing ponding and erosion, and minimizing impact to surface and ground waters. Surface water must be diverted from the material placement areas.

Leachate Management: Leachate includes any liquid that has come in contact or been released from solid wastes including yard waste, bulking agents, or additives. The facility operator must take action to minimize the production of leachate. All leachate must be maintained onsite unless authorization is obtained by Ohio EPA Division of Surface Water.

Other Requirements: No unauthorized solid wastes shall be accepted at the facility. If such wastes are found, remove and properly dispose of them as soon as possible. Biodegradable containers must be

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processed prior to incorporation into the composting mixture to allow for mixing of its content.

Log of Operations: Maintain an operational log on the appropriate forms and enter information at least weekly during facility operations. The log is to be available to Ohio EPA and health district representatives during operating hours and copies or summaries submitted on request. Forms can be printed from DMWM's website at www.epa.state.oh.us/dmwm. Alternate or electronic forms may be used when all information required by OAC Rule 3745-560-04 is included.

Annual report: Submit an annual report to the appropriate Ohio EPA district office no later than the first day of February of each year. The annual report form can be from our website at www.epa.ohio.gov/dmwm.

Records Retention: Copies of the log of operations must be kept for a minimum of three (3) years.

Closure

Mandatory closure: Closure is mandatory if the registrant declares that the facility will no longer accept waste or the director of Ohio EPA orders the facility to close. The closure requirements can be found in OAC Rules 3745-560-435. The owner or operator must comply with the operational requirements (OAC Rule 3745-560-410) until Ohio EPA concurs with the closure certification.

Notice of closure: Within 7 days after mandatory closure is required, a facility that allowed public access must post signs that the facility is closed. The sign requirements are located in OAC Rule 3745-560-435(B)(2).

Cleanup time frames:

Within thirty days of ceasing to accept solid wastes:

- Remove all solid wastes, including compost, bulking agents and additives from the facility.
- Remove and properly dispose of leachate remaining on site.
- Modify, remove, or seal the leachate collection system as necessary to prevent discharges to surface or ground waters of the state, unless such discharges are regulated by Ohio EPA, Division of Surface Water

Within thirty (30) days after closure activities have been completed, the owner or operator shall certify to Ohio EPA and the board of health that closure has been completed.

More Sources of Information Regarding Class IV Composting Facilities

1. Visit www.epa.ohio.gov/dmwm
2. Contact your local health department
3. Contact your Ohio EPA District Offices - Division of Materials and Waste Management inspectors
 - Central District Office: (614) 728-3778
 - Northeast District Office: (330) 963-1200
 - Northwest District Office: (419) 352-8461
 - Southeast District Office: (740) 385-8501
 - Southwest District Office: (937) 285-6357
4. Contact Ohio EPA's Solid Waste Compliance and Inspection Support Unit at (614) 644-2621