

Class II Composting Facility Requirements

The State of Ohio has specific regulations regarding registered solid waste composting facilities. The detailed requirements for Class II composting facilities can be found in Chapter 3745-560 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 II 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.state.oh.us/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 II Composting Facility?

Class II solid waste composting facilities are those which accept only certain source-separated feedstocks, bulking agents, and additives. Source-separated means that the waste (feedstock) has been separated at the point of generation or collection from other solid wastes.

Authorized feedstocks	
Yard wastes (leaves, grass clippings, brush, garden waste, tree trunks and stumps, holiday trees, and prunings from trees or shrubs)	
Agricultural waste	
Animal wastes (animal excreta, bedding, wash waters, waste feed, and silage drainage)	
Food scraps	
Alternative materials (approval required)	

Authorized bulking agents	
Wood chips	Shredded newspaper
Straw	Shredded cardboard
Sawdust	Stover
Shredded brush	Compostable containers and serviceware*
Clean untreated wood (including wood pallets and dimensional lumber)	

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

Authorized Additive	
Urea	Bacterial / fungal inoculum
Earthworms	Crushed egg shells

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Class II Composting Facilities Must Meet These Requirements:

Registration

Who should register: Those who want to compost the feedstock types listed above and distribute (sell or give away) the finished product.

When to apply: At least 90 days prior to when the Class II composting facility will accept solid waste.

Obtaining an application: Contact the Division of Materials and Waste Management at (614) 644-2621. Registration forms may also be printed from our 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.

Registration fees involved: None.

Plan view drawing: All compost facilities are required to submit plan view drawings with their registration applications. The plan view drawing shall include specific information about the facility within five hundred feet beyond the facility boundaries. See OAC Rule 3745-560-200(C)(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

Contact Water and Air programs: It is the applicant's responsibility to obtain information regarding permitting requirements related to water and air. Contact the Division of Air Pollution Control and Division of Surface Water to determine what, if any, permit requirements apply.

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.

License

Who should apply: Anyone who has submitted a registration for a Class II composting facility.

When to apply: Concurrent with submitting the completed registration form. This is an annual operating

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license and renewal applications are due by September 30th of each year.

Obtaining an application: Contact your local health department or Ohio EPA Division of Materials and Waste Management at (614) 644-2621.

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

Fees involved: The fee amount for the license varies according to the requested authorized maximum daily waste receipt (AMDWR) to be accepted at the facility. The following table shows the fee scale:

AMDWR (Tons)	Annual license fee
12 or less	\$300
13 to 25	\$600
26 to 50	\$1,200
51 to 75	\$1,800
76 to 100	\$2,500
101 to 150	\$3,750
151 to 200	\$5,000
201 to 250	\$6,250
251 to 300	\$7,500
301 to 400	\$10,000
401 to 500	\$12,500
501 or more	\$30,000

Financial Assurance

- The amount of financial assurance for a Class II composting facility is \$2.50/cubic yard, based on the maximum capacity of the materials placement area, excluding the storage capacity of compost product. This rate applies to authorized materials only.
- If the closure cost estimate is less than \$3,500, then no financial assurance is required.
- The financial assurance mechanisms that can be used to comply with this requirement are listed in OAC Chapter 3745-503.
- The financial assurance instrument should accompany the registration application submitted to Ohio EPA.
- For more information on financial assurance, please contact the Division of Materials and Waste Management at (614) 644-2621.

Facility Construction and Preparation

Construction must be completed and the facility inspected by Ohio EPA before any feedstocks, 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 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

Feedstocks, bulking agents, and additives may be accepted only after written concurrence has been received from Ohio EPA acknowledging compliance with facility construction and preparation requirements.

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Facility Operations

Composting methods: Class II composting facilities must use any combination of the following methods: Windrow composting, 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. Other composting methods may be used upon prior approval by the director of Ohio EPA.

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 liquid that has come in contact or been released from compost products or solid wastes including feedstocks, 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.

Additional requirements for food scraps: Food scraps must be incorporated into the composting process no later than the end of the date of receipt. A stockpile of biofilter material must be maintained to provide at least a six inch cover to piles containing food scraps. The biofilter should be applied to the piles if odors, dust, or vectors are present or upon written request of Ohio EPA or the approved board of health. Free liquid from the food scraps shall be controlled by using a berm of compost, bulking agents, or other absorbent material.

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

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Log of Operations: Maintain an operational log on the appropriate forms and enter information daily during facility operations. The log is to be available to the Ohio EPA and health district representatives during operating hours and copies or summaries submitted on request. Forms can be printed from our 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 printed from our website at www.epa.state.oh.us/dmwm.

Records Retention: Copies of the daily logs and compost testing results must be kept for a minimum of three (3) years.

Testing and Distribution

Testing: All compost must be sampled and tested prior to distribution. Untested compost cannot be distributed and must be disposed of at a permitted sanitary landfill. The standards for compost products can be found in OAC Rule 3745-560-230.

When to test: Test cured compost prior to distribution, at a frequency of at least once every ten thousand cubic yards or per pile of cured compost. If a pile of cured compost has been sampled and tested, but additional compost added before or during distribution, the pile must be re-sampled before beginning or continuing distribution. Sampling procedures are described in OAC Rule 3745-560-225.

Analysis: Analyze the compost according to the appropriate quality standards, which are based on the feedstock types used to produce the compost. The quality standards can be found in OAC Rule 3745-560-230. Remember to verify that the analytical laboratory used the appropriate preparation and analytical methods when performing the quality standards testing.

Product Information: The operator is required to provide information as to the quality of the compost product. When the compost is being distributed in packaged form (bagged), the package must be labeled with the product information. When the compost is being distributed in bulk, the product information must be in a separate piece of paper or other written form. OAC Rule 3745-560-220 specifies the information that must be included in the label.

Closure

Mandatory closure: The closure requirements can be found in OAC Rule 3745-560-235.

Closure is mandatory for a Class II facility when:
The registration has been terminated in accordance with OAC Rule 3745-560-201(B).
The composting facility ceases to be an active composting facility.
The facility license has expired or has been revoked.
The facility license application has been denied as a final action of the licensing authority.
The director of Ohio EPA orders the facility to close.
The owner or operator distributes compost that does not comply with the applicable quality standards.
The establishment or operation of the facility has violated ORC Chapters 3704., 3734., or 6111.

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Notice of closure: Within 7 days after mandatory closure is required, a facility that allowed public access must post signs stating that the facility is closed. The sign requirements are located in OAC Rule 3745-560-235(B)(2). The owner or operator must comply with the operational requirements until Ohio EPA concurs with the closure certification

Cleanup time frames:

Within thirty days after closure is required:

- Remove all solid wastes, including compost, bulking agents and additives from the facility.
- 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.
- Thoroughly clean all waste handling areas and equipment.

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 II Composting Facilities

1. Visit www.epa.state.oh.us/dmwm

2. Contact your local health department.

3. Contact the Ohio EPA District Offices - Division of Materials and Waste Management inspectors.

Ohio EPA District Offices:

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 Central Office's Solid Waste Compliance and Inspection Support Unit at (614) 644-2621