



Scrap Tire Facility Notification Form

Delaware Department of Natural Resources and Environmental Control
Compliance and Permitting Section
(302) 739-9403

This form is for requesting a site identification number for a scrap tire facility that shall store scrap tires in an enclosed trailer(s). Per Delaware's *Regulations Governing Solid Waste* (DRGSW) §12, notifying the Department and obtaining a site identification number is required for all new and existing scrap tire facilities utilizing enclosed trailer storage for their scrap tires (Group 3 Scrap Tire Facilities).

A scrap tire facility is defined as an accumulation of 100 or more scrap tires with each scrap tire weighing 25 pounds or less; or 100 or more scrap passenger tire equivalents; or any combination of these scrap tires that, upon conversion, results in 100 or more passenger tire equivalents. Solid waste regulations define a scrap tire facility as being located in the same general vicinity that is not enclosed by a building, including, but not limited to, open fields, woodlots, pavement, dumpsters and roll offs, trailers, and fenced areas.

A passenger tire equivalent (PTE) is a conversion measurement using the assumption that one passenger car tire is equal to 25 pounds. A tire weighing more than 25 pounds shall be evaluated by dividing its total weight in pounds by 25 pounds to equal the number of PTEs. For scrap tires weighing more than 200 pounds each, the first 10 scrap tires are exempt from the accumulation amount. **The full scrap tire regulations DRGSW §12 can be viewed at:** <http://regulations.delaware.gov/AdminCode/title7/1000/1300/1301.pdf>

Those having less than 100 scrap passenger tire equivalents or accumulate scrap tires in an enclosed building as defined in DRGSW §12 are not required to complete this form.

Please indicate below whether this is a new site identification number request or an update.

New Site Identification Number Update to a Site Identification Number


If an update, site identification number: DEST ____ _

1. All scrap tire facilities must be associated with a qualifying business. A qualifying business is a business that generates and accumulates scrap tires but whose primary purpose is not to accumulate scrap tires. Examples of qualifying businesses may include: tire retailer; tire retreading; automobile graveyard or junkyard; local and state governmental agency and/or facility such as county maintenance, police, and fire; military institution and/or facility; farmer; and other automotive business.

Legal name of qualifying business: _____

Type of business:

- New/used tire retailer Automotive Business
 Salvage Yard/Automobile Graveyard Tire retreading
 Local/state/military government Farmer

If you do not operate a qualifying business . Please contact the Department of Natural Resources and Environmental Control (the Department) Compliance and Permitting Section (CAPS) for further assistance with your scrap tire pile at (302)739-9403.

2. General Site Information:

Physical address of business property:

Street: _____

City: _____ State: _____ Zip: _____

Business Telephone Number: _____ Extension: _____

Mailing address of business:

Not applicable, same as physical address.

Street: _____

City: _____ State: _____ Zip: _____

Site Contact:

Name/Job Title: _____

Phone: _____ Email: _____

Property Owner

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

- 3. Operations Manual for Enclosed Trailers** - Scrap tire facilities are required to maintain an operations manual on-site pursuant to DRGSW § 12.3.2.2.1. The Department has created an operations manual which once completed and maintained on-site, shall meet regulatory requirements. The “Scrap Tire Facility Operations Manual: Group 3” is located at: <https://dnrec.alpha.delaware.gov/waste-hazardous/management/scrap-tires>
- 4. Certification** - By signing this form, I certify that the information contained herein is true and complete and that all siting and design standards and operational requirements of DRGSW § 12 will be met before commencement of any construction or continuing operation of an existing scrap tire facility. I understand that in the event of any false or fraudulent information or failure to operate in compliance with applicable laws and regulations, enforcement actions may be sought by the Department.

Legal Owner/ Operator/Authorized Representative:

Signature: _____ Date: _____

Name: _____ Title: _____

Return the completed forms to:

DNREC – CAPS
Scrap Tire Management Program
89 Kings Highway
Dover, DE 19901