



Illinois Environmental Protection Agency

2520 West Iles Avenue • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

Instructions for the Application for the Transfer of Solid Waste Permits (LPC-PA7)

This form is to be used when the owner or operator of any existing permitted facility wishes to transfer ownership or the right to operate to another entity. Sale or transfer of the stock of a corporation does not require a permit transfer, however, the Agency must be notified of the sale or transfer of stock which changes the controlling interest of the facility. The General Form (LPC-PA1) must accompany this form. Note: Hand-delivered Permit applications must be delivered between 8:30 am and 5:00 pm, Monday through Friday (excluding State holidays) to:

Bureau of Land, Permit Section, Mail Code #33
2520 West Iles Avenue, P.O. Box 19276
Springfield, IL 62794-9276

Please read these instructions carefully prior to beginning to work on the application form for transfer of solid waste permits.

All permits issued to the site must be transferred when the operating rights are being transferred. The new operator cannot select certain permits to be transferred while allowing other permits to be retained by the old operator. Therefore, all permits ever issued to the subject facility must be listed in the attachments to the application. The only exception is that special waste stream permits and supplemental experimental permits which have expired do not need to be listed. If operating rights are being divided into more than one subsequent site, all new operators must also obtain a new development permit and the existing permit must be modified to delete the transferred portion.

The permit transfer application must be accompanied by a completed "General Application for Permit" form (LPC PA-1). In filling out the "General Application for Permit" form, the signatures of the proposed owner and operator of the application for permit transfer should be provided. Note: If only a permit transfer is being requested, an engineer's signature is not necessary.

The following describes how each item of the permit transfer form should be completed.

- Item I. The name of the facility (as reflected in the most recent permit) and its IEPA Site No. should be provided.
- Item II. If the applicant would like to change the name of the facility, the new name should be indicated.
- Item III. The type of permit transfer requested by this application should be indicated by selecting the correct radio button from the list.
- Items IV. and V. The table below shows the owner and operator information that needs to be provided for various transfer scenarios.

	Current Owner Information	New Owner Information	Current Operator Information	New Operator Information
Transfer of Real Property Ownership Only	X	X	X	
Transfer of Operating Rights Only	X		X	X
Transfer of Both Property Ownership and Operating Rights	X	X	X	X

Item VI. For waste disposal facilities, the indicated information on the Prior Conduct Certification of the certified operators of the facility must be provided. For your convenience the prohibitions of 35 IAC 706.201 are reiterated below.

35 IAC 745.201 Prohibitions

- a) No person shall operate a waste disposal site unless the site chief operator has prior conduct certification.
- b) No site owner or other named permittee shall cause or allow operation of a waste disposal site unless the site chief operator has prior conduct certification.
- c) No person shall own or operate a waste disposal site if the person has had prior conduct certification denied, canceled or revoked, unless the person has a current, valid prior conduct certification.
- d) No person shall serve as an officer or director of the owner or operator of a waste disposal site if the person has had prior conduct certification denied, canceled or revoked, unless the person has a current, valid prior conduct certification.
- e) No person shall serve as an employee at a waste disposal site if the person had had prior conduct certification denied, canceled or revoked, unless the person has a current, valid prior conduct certification.

The following order is suggested for the necessary attachments to the transfer application:

- ATTACHMENT I(a), a list of all development, operating, supplemental and experimental permits issued to the site.
- A page with headings indicating the information that is necessary is provided with the application form.
- ATTACHMENT I(b), a list of special waste stream permit(s) issued to the site.

Again, a page with headings indicating the type of information that is necessary has been provided. Note: Special waste stream permits which have expired do not need to be listed.

- A copy of the legal document (e.g., contract, lease agreement, transfer of deed, etc.) affecting the subject transfer of ownership and/or operating rights should be included as an attachment. If this document does not include a legal description of the site, such a description should be included as a separate attachment.
- A list of the names of the current and proposed certified operators of the site needs to be attached (if they are too numerous to be listed in the application).
- The applications for Prior Conduct Certification for any new operators of the site should be attached.
- If the transfer involves a new, nongovernmental operator and the facility includes disposal or indefinite storage units, financial assurance for closure/post-closure care must be provided by the new operator prior to the issuance of any transferred permit. Only upon receipt and approval of the new operator's financial assurance (or permit for governmental operators), will the existing financial assurance be released.
- If the ownership of a disposal site is, or will be held by a trust, the signatures of all of the beneficiaries of the trust must be provided. Use form LPC-PA9.