

SOLID WASTE MANAGEMENT PLAN AMENDMENT

Frequently Asked Questions (FAQ)

CONTENTS

1. What statute and rules govern the Solid Waste Planning Program?.....	2
2. What is the difference between a solid waste plan amendment and a solid waste plan update?2	
3. Is there a limit to the number of changes I can make to the plan in an amendment?.....	2
4. Does the amendment approval process differ from the plan update approval process?.....	2
5. How long does it take for an EGLE decision to be made on an amendment?	2
6. How do I write the plan amendment?	2
7. What are Plan Amendment Requirements and the Approval Process?.....	4
8. Who are the fourteen members of the SWMPC?	4
9. Does a 14-member SWMPC need to be appointed to develop an amendment?.....	5
10. How is the public notified of the Public Hearing that is required during the 90-day public comment period? Is there a timeframe required for the notice?	5
11. How long does a Designated Planning Agency have to revise the amendment once the 90-day public comment period has ended?	5
12. If the BOC disapproves the amendment, how long does the SWMPC have to revise it and send it back to the BOC for approval?	5
13. Does a BOC have to provide the objections when disapproving the amendment?	5
14. Is there is a statutory timeframe in which the BOC must make a decision on the amendment? .	5
15. What happens if the BOC does not take formal action on the amendment?	5
16. What happens to the amendment if the BOC disapproves the amendment a second time?	5
17. Will EGLE assume responsibility for and prepare the amendment if it has been disapproved by the BOC or municipalities?	6

1. What statute and rules govern the Solid Waste Planning Program?

[Part 115](#), Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and the rules promulgated under the Act.

2. What is the difference between a solid waste plan amendment and a solid waste plan update?

A plan can be amended by the county at any time. An amendment can be used to change a portion of the plan, or the entire plan. However, an amendment cannot take the place of a full plan update, even if the amendment is approved near the same time the Director of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) calls for a plan update. A plan update may only be initiated by the Director of EGLE and may not be initiated by the county (R299.4709).

3. Is there a limit to the number of changes I can make to the plan in an amendment?

No, you may make as many changes as needed. However, if a five-year update is called for while you are in the process of amending your plan, the amendment will not serve as a substitute for a full plan update.

4. Does the amendment approval process differ from the plan update approval process?

No, an amendment follows the same approval process and steps as a full plan update. See the attached flowchart at the end of this document for further guidance (R 299.4709[4]).

5. How long does it take for an EGLE decision to be made on an amendment?

In most cases, a decision will be made within six (6) months of the submittal date (Section 324.11537[1]).

6. How do I write the plan amendment?

The recommendation to present an amendment is to include all of the proposed changes in a single document or cover letter, and include any revised forms, tables, or maps. It is not necessary to make each change to the originally approved plan pages or send the entire plan to EGLE for approval.

The following table presents common amendments. Recommendations for writing and presenting the amendment have been included to facilitate prompt and efficient processing of the amendments, and to demonstrate compliance with Part 115 and its administrative rules:

Part of the plan you would like to change (or amend):	Please include the following in the amendment package in addition to the list under question 6:
Add a solid waste facility located in your county.	<ul style="list-style-type: none"> • A complete facility description. • An updated facility map including any proposed expansions envisioned under the plan. • In the cover letter, include the facility that will be added, and all page numbers where the facility will be referenced.
Add a solid waste facility located outside of the county to demonstrate 10-year capacity requirements.	<ul style="list-style-type: none"> • A complete facility description. • A facility map. • An updated copy of the export authorization table if not originally identified.* • A letter from the facility stating they have available capacity to fulfill the 10-year capacity requirement. • In the cover letter, include the facility that will be added, including all page numbers where the facility will be referenced.
Change an existing facility description to allow expansion, or change the type of disposal area when no siting procedure exists in the plan (i.e., you would like to change a Type B transfer station to a Type A transfer station).	<ul style="list-style-type: none"> • A completed revised facility description that includes the expansion or changes. • A facility map that includes the expansion area. • In the cover letter, include changes made to the “Authorized Disposal Area” section of the plan’s Siting Review Procedure and either state the specific site expansion by acreage and/or capacity, OR change the plan to add an approvable siting process and criteria.
Authorize another county to import waste to your county, or authorize your waste to be exported to another county.	<ul style="list-style-type: none"> • An updated copy of the import or export authorization table. * • In the cover letter, include a general statement indicating the new county that will be authorized to import or export waste, including “all references to importing or exporting counties will include ‘x’ county.”
Authorize automatic consistency with the plan for a specific disposal area.	<ul style="list-style-type: none"> • A completed revised facility description that includes the expansion or changes. • A facility map that includes the expansion area. • In the cover letter, include changes made to the “Solid Waste Disposal Areas” to include the facility and the “Authorized Disposal Area” of the plan’s siting review procedure.
<p>Change the name of a facility.</p> <p>It is not necessary to amend the plan if a facility name has changed through sale or other means. You may wish to include this change if you are amending the plan for other reasons.</p>	<ul style="list-style-type: none"> • In the cover letter, include a general statement such as “all references to ‘X Landfill’ in the plan will be changed to ‘Z Landfill’.”

*The import or export of waste is not authorized until the reciprocal county also authorizes the import/export (324.11538[6]). If the county is listed in future import/export area of the table and a facility becomes operational, an amendment is not needed to include it as a “current” authorized import or export county.

7. What are Plan Amendment Requirements and the Approval Process?

The amendment approval process is the same and requires the same steps be taken as that for a plan update. The first step is to have the County Board of Commissioners (BOC) file a signed [Notice of Intent](#) to notify EGLE of the amendment. See the attached flow chart for more details (R 299.4709). To demonstrate compliance with Part 115 and to assist with prompt and efficient processing of amendments, please include the following when submitting the amendment to EGLE for final approval:

- A cover letter explaining major concepts or changes included in the amendment, the exact language to be changed by the amendment, and all revised tables, forms, and maps.
- The signed and approved minutes and/or resolution indicating approval of the amendment by the Solid Waste Management Planning Committee (1 – Approval prior to the 90-day public comment period; and 2 – Approval before the BOC formal action, as per Section 324.11535).
- The signed and approved minutes and/or resolution indicating approval of the amendment by the BOC.
- A copy of the notice of public hearing that includes the date of publication. The notice must be a **minimum of 30 days prior to the public hearing date to comply with Section 324.11535 (f)**.
- The notes taken at the public hearing, including all written and oral comments on the plan.
- The signed resolution or approval of the amendment from at least 67 percent of all municipalities, as per Section 324.11536. **Please include a list of all municipalities within the County.**
- List of the Solid Waste Management Planning Committee (SWMPC) members and their areas or representation.

8. Who are the fourteen members of the SWMPC?

The 14-member SWMPC consists of the following: four (4) that represent the solid waste management industry, two (2) that represent environmental interest groups, one (1) that represents county government, one (1) that represents city government, one (1) that represents township government, one (1) that represents the regional solid waste planning agency, one (1) that represents industrial waste generators, and three (3) that represent the general public (Section 324.11534[2]) and (R 299.4703).

“Solid Waste Management Industry” as defined in R 299.4105(j).

“Environmental Interest Group” as defined in R 299.4102(o).

“Regional Solid Waste Planning Agency” as defined in Section 324.11505(2).

“General Public” as defined in R 299.4103(e).

NOTE: Part 115 does not provide definitions for each of the SWMPC member positions. Therefore, to demonstrate compliance with Part 115, it is recommended that the county be able to explain how each member represents the position it holds, if challenged.

9. Does a 14-member SWMPC need to be appointed to develop an amendment?

Yes, an SWMPC shall be appointed (Section 324.11534[1]). The process of amending a plan is the same as the original development of a plan, therefore requiring a SWMPC to be in compliance with Part 115, unless a SWMPC is already established/appointed (R 299.4709[4]).

10. How is the public notified of the Public Hearing that is required during the 90-day public comment period? Is there a timeframe required for the notice?

The Public Hearing shall be published in a newspaper having a majority circulation within the county to demonstrate compliance with Part 115. The notice shall indicate a location where copies of the plan are available for public inspection, shall indicate the time and place of the public hearing, and shall be published not less than 30 days before a hearing (324.11535[f]).

11. How long does a Designated Planning Agency have to revise the amendment once the 90-day public comment period has ended?

The Designated Planning Agency has 30 days to revise the amendment, get SWMPC approval, and recommend the amendment to the BOC (Section 324.11536[3]).

12. If the BOC disapproves the amendment, how long does the SWMPC have to revise it and send it back to the BOC for approval?

30 days (324.11536[3]).

13. Does a BOC have to provide the objections when disapproving the amendment?

Yes, the BOC must provide objections when disapproving the amendment (Section 324.11536[3]). It is suggested to have written objections. Verbal objections provided and contained in the meeting minutes also adequately demonstrates compliance.

14. Is there is a statutory timeframe in which the BOC must make a decision on the amendment?

There is no timeframe specified in Part 115.

15. What happens if the BOC does not take formal action on the amendment?

The amendment process is stopped until the BOC either approves or disapproves the amendment with objections. R299.4708 describes the amendment process, and states that the next step of the approval process continues after the BOC takes formal action.

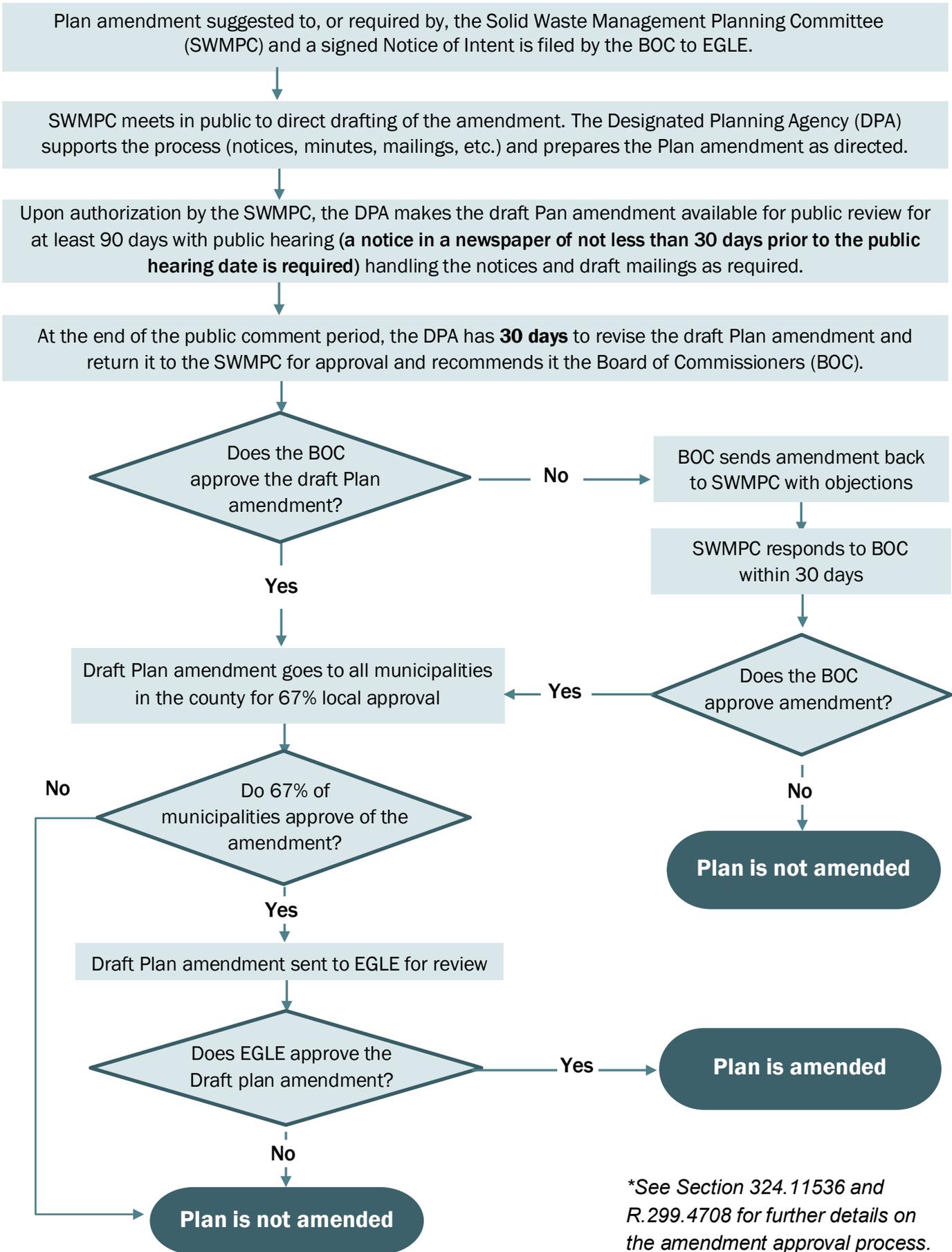
16. What happens to the amendment if the BOC disapproves the amendment a second time?

If the amendment was *required* by EGLE and is not approved by the BOC a second time, the BOC may prepare its own amendment. If the BOC chooses not to prepare its own amendment, EGLE will prepare the amendment for the County (R299.4709(2)).

If the amendment that is being pursued was *not required* by EGLE and is not approved by the BOC a second time, the amendment pursued will not be completed and the process will be considered terminated. Any new amendment must start at the beginning of the process (R299.4709(4)).

17. Will EGLE assume responsibility for and prepare the amendment if it has been disapproved by the BOC or municipalities?

EGLE only assumes responsibility for and prepares plan updates that were initiated by EGLE's Director unless the amendment was required by EGLE; then EGLE would prepare the amendment (Section 324.11533[6]).



**See Section 324.11536 and R.299.4708 for further details on the amendment approval process.*