



OIL AND GAS WASTE FACILITY PERMIT APPLICATION GUIDANCE

1. Completed and signed [application](#) form. One paper copy or one electronic copy must be submitted to the division of the application form and supporting documents listed below.

Application Supporting Documents:

1. Description of proposed operations at the oil and gas waste facility that includes the following, if applicable:
 - Summary of the design flow.
 - Primary containment capacity that includes (at a minimum) volume, type, contents, and location of each containment.
 - Mechanical processes.
 - Chemical process, including disclosure of each reagent and its function.
 - Discharge prevention measures from primary and secondary containment.
 - Leak detection method for pipelines.
 - Loading, unloading, and transferring procedures.
 - Methods of metering and tracking the system throughput.
 - Identification of the proposed final disposition of all brine and other waste substances handled or wastes generated by the oil and gas waste facility.
 - Identification of any class II disposal well(s) by API number which are proposed to be connected to the oil and gas waste facility.
2. Facility drawings. If applicable, each sheet must show a scale in feet, legend, graphical scale, and north arrow. All site elements must be located horizontally in relation to the North American Datum of 1983 and vertically in relation to the North American Vertical Datum 1988. Drawings must be sealed by a licensed Professional Engineer.
 - Title page containing:
 - Name of the applicant
 - Emergency contact information to be used during construction
 - The name of the oil and gas waste facility (OGWF)
 - Location of the OGWF
 - Coordinates of the intersection of the centerline of the entrance apron of the public right-of-way
 - Sheet index
 - Plan sheet containing the most recent color orthorectified aerial image showing the OGWF location.

- Plan sheet sealed by a professional surveyor showing the location of the OGWF boundary and the control points used to generate the map.
- A drawing set that, in conjunction with the specifications, provides the working information related to all aspects of the proposed construction. This should include:
 - General layout
 - Plan views
 - Elevations
 - Sections
 - Supplementary views as needed
- The proposed and existing contours with an intermediate contour interval not greater than two feet and an index not greater than ten feet.
- Scaled detail drawings for all buildings and improvements, including:
 - Electrical
 - Plumbing
 - Structural
 - Life safety
- Scaled detail drawings for components related to waste storage, recycling, treatment, processing or disposal, including:
 - Pumps
 - Piping
 - Valves
- Scaled detail drawings for all primary containment and secondary containment systems, including capacities.
- Scaled detail drawings for any engineering controls and features proposed for radiological protections.
- A plan sheet that identifies the traffic flow patterns of all transport vehicles.
- Plan views and detail drawings showing the location and typical sections for pipes, ditches, and other conveyances, and hydraulic control structures located within the OGWF boundary.
- Emergency release conveyance map. An emergency release conveyance map includes all of the following:
 - Locations downslope of the OGWF and any related pipelines where response resources may be deployed for the purposes of containment in the event of an emergency release
 - Flow path and identification of nearest receiving streams, rivers, watercourses, ponds, lakes, or other bodies of water where fluids may migrate from the OGWF
 - Pipes, ditches, and other conveyances, and hydraulic control structures
- Pertinent site features drawings. Elements may be determined using information available from the Ohio department of Natural Resources and other publicly available or readily accessible sources. The information required below can be combined into fewer plan sheets as needed.

- Soil identification plan showing the classified soil types within one hundred feet of and within the OGWF
- Well identification plan showing plugged wells, producing wells, idle and orphaned, and class II disposal wells that are located within one hundred feet of and within the OGWF boundary
- Geotechnical elements within the OGWF boundary, including those identified within the geotechnical report. This includes:
 - Structural components
 - Geotechnical components
 - Geotechnical borings
 - All other geotechnical investigative information or data
- The following elements must be shown on a facility plan if they are within two hundred feet of and within the OGWF boundary and are known by the applicant at the time of design:
 - Boundaries of parcels of land
 - Existing occupied and unoccupied structures
 - Roadways
 - Existing utilities
 - Water bodies, including springs, wetlands, streams, lakes, rivers, ponds and creeks
- The following map elements must be shown on a facility plan if they are within one thousand, five hundred feet of the OGWF boundary:
 - Developed springs and water wells
 - Risk zones and hazard areas delineated on the “National Flood Insurance Rate Map”
 - All areas that are located within the five year time of travel associated with a public drinking water supply, as delineated or endorsed under the “Source Water Assessment and Protection Program”
 - All areas that are located within the emergency management zone of a public water system intake
- Surface and underground mines
- Any other factors that the professional engineer determines may affect the design and performance of the proposed oil and gas waste facility

3. Reports and Plans.

- Design calculations for all secondary containment
- Storm water hydraulic report
- Construction sediment and erosion control plan.
- Geotechnical report
- Dust control plan
- Radiation protection program

- Phase I environmental assessment
 - Easements statement
4. Specifications.
- Material Specifications.
 - Safety data sheets.
5. Waiver.
- If particular requirements outlined above are not applicable to your OGWF, a waiver may be requested. A waiver request consists of a description of the specific item requesting to be waived and an explanation of why the item should be waived.