



**New York State
Department of Environmental Conservation**

**Environmental Compliance
and
Pollution Prevention Guide
for
Automobile Recyclers**

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INTRODUCTION

Automobile recyclers and dismantlers are in the business of taking otherwise discarded products and reusing or recycling them. The automobile recycling industry reduces the need to produce new vehicle components, helps reduce the amount of landfill space needed for disposal, and can reduce contamination from hazardous waste and pollutants if properly managed.

The discarded cars and waste parts that are the business of the automobile recycler can contribute to a number of environmental problems if proper precautions are not taken. The mishandling of vehicle fluids such as gasoline or diesel fuel, transmission and brake fluids, and oil can result in ground and surface water contamination. Other possible environmental contaminants are mercury from switches and mercury-containing lamps, lead from lead-acid batteries, chlorofluorocarbons (CFCs) and other refrigerants from air conditioning units, scrap metal and waste tires.

This guide is designed to inform the automobile recycler about registrations, permits and regulations pertinent to the industry, and to aid the automobile recycler in developing pollution prevention measures that can minimize waste and promote environmental compliance. The term “pollution prevention” refers to the elimination or reduction in volume or toxicity of waste prior to generation or prior to recycling, treatment or release to the environment. Pollution prevention can also be referred to as waste reduction, waste minimization, or source reduction. An effective pollution prevention program can:

- Reduce the risk of criminal and civil liability.
- Reduce your operating costs.
- Enhance your company’s image in the community.
- Protect public health and the environment.

One of the best means of reducing and eliminating pollutants and improving environmental compliance is by developing better operating procedures and preventive maintenance policies. The general practices below can be a first step in implementing a pollution prevention program.

General Pollution Prevention Tips for Automobile Recycling Facilities

- ❑ Drain fuels and refrigerants into the proper container as soon as possible, and remove batteries and engines through the hood (tipped vehicles allow fluids to spill onto the ground). Use a pad constructed of an impervious material, such as concrete, when draining fluids or dismantling vehicles. In addition, all draining, dismantling and crushing should be conducted under a roof or inside a building. These measures help contain spills and prevent contaminants from entering surface waters or ground waters.
- ❑ Label containers used to collect waste fluids. Train employees to put waste fluids in the correct container. Don’t mix different types of waste fluids; contamination may prohibit recycling opportunities, and require disposal options that are more costly.
- ❑ Use good housekeeping procedures, such as using drip pans, funnels and pumps when transferring or dispensing chemicals. Also, use a step or platform next to the storage

AIR QUALITY REGULATIONS

- container so that employees do not have to lift drain pans above their waists, risking spills. These measures will decrease the number of spills and reduce the cost of hazardous waste disposal.
- ❑ Cover solvent tanks and containers when not in use to reduce evaporation. Check levels periodically to detect leaks and prevent overfilling.
 - ❑ Improve your purchasing and inventory methods to ensure that materials do not exceed shelf life. Date all raw materials and chemicals and use the first-in, first-out method of inventory control. Expired and outdated materials that can't be used create unnecessary waste.
 - ❑ Improve employee awareness of waste management issues. Attend and offer training sessions on regulatory compliance and waste minimization so that you and your employees are familiar with the proper waste management strategies.

To protect the health and safety of our environment and the public, the Department of Environmental Conservation is responsible for ensuring that automobile recyclers are in compliance with the environmental laws, rules and regulations that apply to these facilities. Periodically, Environmental Conservation Officers and other DEC staff may conduct site inspections to observe the management practices at the facility and to determine whether the facility is in compliance with applicable environmental regulations. The inspection checklist used as a guide by DEC staff is included at the end of this manual (page 35) to help further your understanding of these site inspections.

The Department's Division of Air Resources regulates activities such as open burning, waste oil burning, degreasing (parts washing), and motor vehicle refinishing. The Division also issues permits and registrations for some of these activities. In addition, the United States Environmental Protection Agency (USEPA) regulates the handling and management of Freon and other refrigerants. Contact your regional NYS Department of Environmental Conservation (DEC) office, Division of Air Resources, if you have any questions regarding air emissions or air permits.

Air permit requirements can be found in Title 6 New York Codes, Rules, and Regulations, Part 201 (6 NYCRR Part 201), and the volatile organic compound (VOC) limitations are found in 6 NYCRR Part 228. Automobile recycling facilities should also address the requirements of 6 NYCRR Part 226, Solvent Metal Cleaning Processes, and 40 CFR Part 63 Subpart T.

Conducting motor vehicle refinishing, such as painting or surface coating using spray guns, would be the activity most likely to trigger the need for an air emission permit or registration at a vehicle dismantling facility. Note that air permits and registrations cover operations at the *entire* facility. Therefore, if vehicle refinishing activities at a facility trigger the need for such authorization, all other emission sources at the facility must be considered and covered under the permit, as appropriate.

If you refinish vehicles in New York State, you may be required to obtain an air permit or registration. All vehicle refinishing

operations using spray gun equipment located in the New York City Metropolitan Area (New York City, Westchester, Rockland, Nassau, and Suffolk Counties) and the Lower Orange County Metropolitan Area (Towns of Blooming Grove, Chester, Highlands, Monroe, Tuxedo, Warwick, and Woodbury) must obtain an air permit or registration no matter how much surface coating (e.g., paints, solvents) they use. Vehicle refinishers located outside the New York City Metropolitan Area must determine if they need an air permit or registration and, in addition, they should determine if 6 NYCRR Part 228, Surface Coating Process, applies to them.

If your facility is not exempt from 6 NYCRR Part 201, as described below, you will need to obtain a Minor Facility Registration, State Facility Permit, or a Title V Permit.

You are exempt from 6 NYCRR Part 201 registration or permitting requirements and from 6 NYCRR Part 228 VOC requirements if your facility is not located in the New York City Metropolitan Area or Lower Orange County Metropolitan Area, and you meet both the following conditions:

- Your facility uses fewer than 25 gallons per month collectively of paints, lacquers, makeup solvents, and cleanup solvents.
- Your facility performs all abrasive cleaning and surface coating operations in an enclosed building and the emissions are exhausted to appropriate emission control devices.

Anybody conducting motor vehicle refinishing must compute their VOC emissions and determine which, if any, air emission permits or registrations are required. If you are a company with fewer

than 100 employees and need assistance in computing your VOC emissions, finding out what registration/permits you need, or whether 6 NYCRR Part 228 applies to your shop, call the Small Business Assistance Program (SBAP) at (800) 780-7227. The SBAP is a non-regulatory program that provides **free** confidential technical assistance to help small businesses achieve voluntary compliance under the Clean Air Act.

HAZARDOUS WASTE REGULATIONS

The New York State hazardous waste regulations are covered in 6 NYCRR Parts 370-374 and 376 and apply to any business in the automotive industry that generates hazardous waste.

No matter what wastes you dispose of, it is your responsibility to determine the type and quantity of waste you generate and to properly manage it. Since disposal costs for hazardous waste can be very expensive, it is wise to practice good hazardous waste management. Call the DEC Pollution Prevention Hotline toll free at (800) 462-6553 for assistance with managing your hazardous waste.

Here are some potentially hazardous wastes and waste fluids commonly generated by automobile recyclers and dismantlers:

- Air bags (undeployed)
- Antifreeze
- Lead-acid batteries
- Mercury switches
- Old computers and other electronic equipment
- Shop towels, rags, and soiled clothing
- Used oil and filters

If you generate waste at your facility, you should determine which wastes are hazardous. As a good management practice, you should always keep solid waste separate from your hazardous wastes. This will reduce or eliminate the mixing or contamination of wastes, which could increase your disposal costs.

One way to make a hazardous waste determination is to see if your waste is listed in the New York State regulations, 6 NYCRR Part 371. If your waste is listed, it is hazardous. If your waste is not listed in Part 371, it could still be a hazardous waste if it exhibits a hazardous waste characteristic such as: ignitability, corrosivity, reactivity, or toxicity as defined in 6 NYCRR Part 371. These definitions are explained in the *Environmental Compliance and Pollution Prevention Guide for Small Quantity Generators* manual. This manual also gives more detail on hazardous waste requirements and is available by calling the Department of Environmental Conservation at (800) 462-6553 or from the DEC web site at: <http://www.dec.state.ny.us/website/ppu/p2pub.html>.

You can also apply your own knowledge of the waste to determine if it exhibits a hazardous characteristic. You must have a basis for making this determination such as material safety data sheets (MSDSs) or past analytical results. MSDSs may contain important information such as ignitability (flashpoint), corrosivity, or reactivity for substances or chemicals that you use in your shop. **Please note** that MSDSs only describe the new product. A used product may become a hazardous waste due to mixing or contamination.

All hazardous waste generators that are required to manifest their hazardous waste are subject to the Environmental

Conservation Law (ECL) 27-0907. These generators must sign a certification on the manifest form that, “the generator of hazardous waste has in place a program to reduce the volume or quantity of toxicity of such waste to the degree determined by the generator to be economically practical.” A good guide is the *Hazardous Waste Reduction Plan Guidance Document*, available by calling the Waste Management Section of the Division of Solid and Hazardous Materials at (518) 402-8633.

SOLID WASTE REGULATIONS

Every automobile recycler should be aware of what items they are discarding and how they are disposing of them. The best way to do this is to develop a solid waste management disposal plan for your shop. The first step in developing your plan is to conduct a waste audit of your business. A waste audit will show where you can improve your purchasing practices and help identify potential waste reduction and recycling options. Also, a waste audit will help you get accurate information on the nature and quantity of your waste. Businesses that implement waste reduction, reuse and recycling have benefitted by reducing costs.

If you would like a copy of the *Waste Audit Reference Manual*, call the DEC Bureau of Waste Reduction and Recycling at (518) 402-8705.

Materials generated on or off site and that have no recycling value must be disposed of at a permitted solid waste management facility. Any materials, whether metallic or nonmetallic, that are not destined for recycling are considered solid waste. These

materials cannot be disposed of at the dismantling facility by burial or incineration and should not be stored on site for longer than 18 months.

Annual Waste Fluid Report

By March 1 of each year, all vehicle dismantling and scrap processing facilities must file a waste fluid report with DEC. A copy of the report must also be maintained at the facility. The report must contain a list of the types and quantities of liquids which have been disposed of off-site in the previous calendar year. In order to compile this information, the site operator should retain copies of all the manifests received from the waste haulers who transported the fluids.

The annual waste fluid report should account for wastes drained from incoming vehicles. The Department of Environmental Conservation has prosecuted automobile recycling facility owners for not draining fluids from vehicles. Failure to drain fluids that are categorized as a hazardous substance (hazardous substances are listed in 6 NYCRR Part 597 and include ethylene glycol, Freon, and petroleum, among others) from vehicles prior to crushing is considered a release through the abandonment of a hazardous substance. Abandonment of a hazardous substance that endangers the public health, safety or the environment is a crime and is punishable by imprisonment and/or a fine twice the amount of the defendant's gain or \$25,000, which ever is higher.

The annual report must include the following information:

- The quantity and identity of all fluids that are handled on site (i.e., refrigerants, engine oils, antifreeze)

and that have been disposed of as a waste. Fluids which are reused or recycled on site do not have to be reported.

- The identity of the transporters of all fluid wastes that were removed from the site.
- The identity of the recipients of all fluids wastes.

A standard reporting form is included at the end of this manual on page 39. Copies must be sent to DEC, Division of Solid and Hazardous Materials, Bureau of Waste Reduction and Recycling, 625 Broadway, Albany, NY 12233-7253, and to the DEC regional office in which your facility is located (see page 42).

WATER QUALITY REGULATIONS

State Pollutant Discharge Elimination System (SPDES) Permits

Individual SPDES Permits for Direct Discharges

If your facility discharges wastewater into surface or ground waters directly through a point source, then you are required to obtain an **individual** State Pollutant Discharge Elimination System (SPDES) Permit. These permits are regulated under 6 NYCRR Parts 750-758.

A SPDES permit lists all pollutants your facility is discharging into surface or groundwater that DEC determines necessary to address. It may contain limits, action levels or monitoring for each pollutant. For

NOTE
It is illegal to discharge directly to surface or ground waters without a SPDES permit. Industrial discharges to septic systems are also illegal.

surface water discharges, limits applied to your discharge will be the more stringent of either technology-based limits (sometimes referred to as best available technology or BAT limits) or water quality limits. Water quality limits are calculated according to the classification and ambient

standards assigned to the specific water body receiving the discharge. All **surface waters** in NYS are classified according to the best usage (e.g., drinking water or fish propagation). All fresh **ground water** is classified as a source of a potable water supply (GA). For discharges to ground water, all limits are water-quality based (there are no technology-based limits developed for ground water).

To make certain you are complying with your permit limits, you may be required to sample your discharge and submit monitoring reports. Contact your regional DEC office for information on obtaining a SPDES permit.

General SPDES Permits for Storm Water Discharges

Storm water is water from rain or melting snow that doesn't soak in to the ground but runs off into waterways. It flows from rooftops, over paved areas and bare soil, and

through sloped lawns while picking up a variety of materials on its way. As it flows, storm water runoff collects and transports soil, animal waste, salt, pesticides, fertilizers, oil and grease, debris and other potential pollutants. The quality of runoff is affected by a variety of factors and depends on the season, local meteorology, geography and upon activities which lie in the path of runoff.

If your facility has storm water runoff that eventually ends up in a drainage ditch or a surface water, then you may be required to obtain a **general** SPDES permit which is issued to a class (or category) of activities. Instead of an application for an individual SPDES permit (as outlined above), eligible dischargers may obtain the authority to discharge by submitting a completed Notice of Intent, Transfer or Termination (NOITT) form (see www.dec.state.ny.us/website/dcs/permits/olpermits/noitt.pdf) or refer to the copy at the end of this manual on page 37. Just like any other permit, activities which are covered under the general permit are required to comply with the provisions of the general permit.

The most notable provision of the general permit for storm water is the implementation of a pollution prevention plan that is tailored to the specific site and that is continually updated. The plan is made up of various Best Management Practices (BMPs), inspections and other requirements, each of which is aimed at controlling pollutants at their potential source(s).

General permits provide an alternative to individual SPDES permitting and are available to any discharge which meets the eligibility provisions contained in the general permit. A discharger may have appropriate authority to discharge storm water under either type of SPDES permit.

The general SPDES permit addresses storm water discharges associated with industrial activity as required by EPA under the 1987 Clean Water Act. The phrase “storm water discharge associated with industrial activity” refers to a storm water discharge from one of 11 categories of industrial activity defined in 40 CFR 122.26. Six of the categories are defined by Standard Industrial Codes (SIC), while the other five categories are identified through narrative descriptions of the regulated industrial activity. The category that pertains to automobile recyclers is:

- **Category vi:** Facilities classified as SIC 5015 (Used motor vehicle parts); and SIC 5093 (Automotive scrap and waste material recycling facilities).

If your business is classified as a category vi you must:

- First, develop a “Storm Water Pollution Prevention Plan.” In order to do this, you must obtain a copy of the *SPDES General Permit for Storm Water Discharges* by calling your DEC regional office (refer to the resource guide at the end of this publication for the location of your regional office). A Storm Water Pollution Prevention Plan can be written by you, or you can hire a consultant. If you prefer to write the plan yourself, you may want to get a copy of the generic *Storm Water Guidance Manual* produced by the Automotive Recyclers Association (ARA) by calling (703) 385-1001. In addition, the *Auto Recyclers Guide to a Cleaner Environment - Best Management Practices* manual provides detailed information on preparing a Storm Water Pollution

Prevention Plan and is available on the DEC web site at:
<http://www.dec.state.ny.us/website/pu/armainpage.html>.

- Second, submit a “Notice of Intent, Transfer or Termination” (NOITT) to: Storm Water General Permits, NYS DEC, Division of Water, Bureau of Water Permits, 625 Broadway, Albany, NY 12233-3505.

Call DEC at (518) 402-8098 if you have any questions on the storm water management program or about the general SPDES permit. A copy of the Notice of Intent, Transfer or Termination (NOITT) form is included at the end of this manual on page 37.

Pretreatment Program

In most instances, an automobile recycler’s wastewater will require some form of pretreatment prior to discharge into a municipal sanitary sewer system. If you discharge wastewater directly into a municipal sanitary sewer system, you should check with your local sewer authority for discharge requirements. There may be certain restrictions, in addition to pretreatment requirements, for the discharge of wastewater into publicly owned treatment works (POTW).

Safe Drinking Water Act

The Safe Drinking Water Act (SDWA) authorizes EPA to protect underground sources of drinking water by regulating underground injection of liquid wastes through the federal Underground Injection Control (UIC) program. Under this program, EPA requires owners and operators of facilities that discharge non-sanitary waste waters to ground water to either (1) close the cesspool, dry well or septic system, or (2)

obtain a permit under the UIC program. Automobile recyclers should be aware that floor drains should **not** have a direct discharge to the ground or groundwater. Floor drains not connected to a publicly owned treatment works (POTW) could be considered an underground injection and would constitute a violation of the SDWA unless authorized by a UIC permit. Floor drains connected to a POTW must adhere to the requirements of the sewer authority.

BULK STORAGE TANK REGULATIONS

EPA Tank Deadline

As of December 22, 1998, all underground storage tanks (USTs) greater than 110 gallons (except those tanks used for on-site heating oil) must have been upgraded to meet EPA standards for corrosion protection and overfill. Owners had three options:

- Install a new system.
- Retrofit the existing system.
- Properly close the old UST system.

DEC Tank Requirements

In addition to the EPA upgrading requirements for underground tanks as discussed above, DEC has established standards for both aboveground and underground petroleum storage facilities with a capacity of more than 1,100 gallons in 6 NYCRR Parts 612-614. Further, all underground tanks and any stationary aboveground tanks of 185 gallons or more that store a hazardous substance, and non-stationary tanks storing 2,200 pounds or more of a hazardous substance, or a mixture thereof, for a period of ninety days or more,

are subject to the technical standards of 6 NYCRR Parts 598 and 599. Please note that antifreeze (ethylene glycol only) is a regulated hazardous substance.

Both petroleum and hazardous substance tanks must be registered with DEC. For more information and a copy of these regulations, call (518) 402-9549.

Installing a New System

In New York, new underground systems are designed with at least a 30-year life expectancy and consist of a double-walled tank, piping made of fiberglass, cathodically protected steel or the new flexible piping system, a “spill bucket” at the fill pipe and an overfill alarm or prevention device.

Double-walled tanks not only provide an extra measure of protection against future leaks, but they also provide a low-cost method of monitoring for leakage. Tightness tests are not needed because direct monitoring of the space between the inner and outer wall is possible. Also, insurance rates are usually cheaper when such a system is used.

Retrofitting Existing Systems

If you cannot afford a new tank or are planning to remove the tank from service within 5 or 10 years, retrofitting might be best for your facility. If you choose this option, you may either reline the tank, install cathodic protection for both the tank and piping, or do both. Before you have the contractor undertake any of this work, make sure he performs a tank inspection to ensure that no corrosion holes exist. If perforations or loose piping joints exist, you cannot retrofit.

Closing the Old System

If the existing tank and pipes are unsuitable for continued service and you do not wish to replace them, then you must close the system. Prior to closing your underground storage tank system, the owner/operator should contact the DEC Regional Bulk Storage Representative (see page 42). When you close your tank, you should keep these five requirements in mind:

- Notify DEC ahead of time.
- Have the tank pumped free of product and cleaned.
- Remove it, or if left in place, fill it with an inert material such as sand or concrete slurry.
- To prevent accidental delivery, disconnect all piping, especially the fill pipe.
- Perform a site assessment. This is a written report that you keep on file to prove to future buyers, insurance companies, and DEC that the site is clean.

A report entitled "Don't Wait Until 1998" provides a more complete discussion of underground tank upgrading requirements. For a copy of this report or for further assistance, call DEC at (518) 402-9549.

TYPICAL WASTE ISSUES AT AUTOMOBILE RECYCLING FACILITIES

Absorbents and Floor Dry

Regulatory Requirements

A hazardous waste determination must be made on all absorbent pads or floor dry materials that are used to clean up spills. If your facility has a spill that could be harmful to public health or the environment, you must notify the New York State Spill Hotline immediately at (800) 457-7362.

If you must use absorbents, make sure to purchase absorbent material that can be reused. Absorbent "socks" for example, can be used about 10 times. Try wringable and reusable sorbent pads or socks, or granular type sorbents that have high absorbency to weight ratios. Sorbents from which oils can

be removed so that they can be reused don't have to be managed as a hazardous waste until such time that they must be disposed of. If granular type sorbents are used, make sure they are completely used

Alert
Before discarding absorbents or floor dry into dumpsters, make sure you are complying with all the necessary DEC regulations.

prior to disposal. Partially used sorbents may be stored in a secondary container for reuse.

Good housekeeping practices are the best way to minimize spills, and the fewer spills that occur, the fewer absorbents, floor dry or other absorbent material will be needed to clean up those spills.

Pollution Prevention Tips for Managing Spills and Using Absorbents and Floor Dry

- Train your employees. Make sure that each employee is taught the importance of spill prevention.
- Purchase reusable absorbents.

- ❑ After wiping up a spill with absorbents or a mop, drain excess liquids into the waste container for that particular waste. For example, if you are cleaning up an antifreeze spill, squeeze the excess antifreeze in the container labeled “Waste Antifreeze.”
- ❑ Make sure all of your tanks or containers that contain liquids have some kind of containment in case of a leak or spill.
- ❑ Use shop towels to wipe up small spills, and then send your shop towels to be laundered.
- ❑ Consider an award program for employees who keep their work areas clean or for workers who come up with good pollution prevention ideas.
- ❑ Identify the circumstances that result in spills reaching the ground, and develop a spill prevention plan that addresses each of these circumstances.

Aerosol Cans

Regulatory Requirements

Aerosol cans that have not been emptied can be considered a hazardous waste due to the leftover propellant. In addition, the material inside the can, such as carburetor cleaner, brake cleaner, or degreasers, can be hazardous. Therefore, if aerosol cans are not empty, you must make a hazardous waste determination before disposal.

Pollution Prevention Tips for Managing Used Aerosol Cans

- ❑ Replace aerosol cans with refillable spray canisters.
- ❑ Fully use all the material and propellant in the aerosol can. Cans

that are empty of both material and pressure, are not considered hazardous.

- ❑ If you get a defective aerosol can that can't be used, try to return it to your vendor. Otherwise, handle it as a hazardous waste.
- ❑ Recycle empty cans or bring them to a scrap metal yard.
- ❑ Buy a puncturing system that will render all cans empty.

Air Bags (Undeployed)

Regulatory Requirements

Undeployed air bags are regulated as hazardous waste when disposed of or when the cartridge is "fired". When undeployed air bags are resold as products, they are not considered hazardous wastes.

Pollution Prevention Tips for Managing Air Bags

- ❑ Remove all unused air bag units when vehicles enter the facility if they can be resold as products. Before the vehicle is scrapped or sent to a shredder, the air bags should be removed or deployed.
- ❑ Leave deployed air bags in vehicles.

Antifreeze

Regulatory Requirements

Antifreeze usually contains ethylene or propylene glycol, corrosion inhibitors, and foam controllers, and is usually diluted to 50 percent concentration with water in motor

REMINDER

It is illegal and dangerous to discharge antifreeze to septic systems or to the outdoors.

vehicles. Ethylene or propylene glycol, the main ingredients of antifreeze, are not, when initially used, listed as hazardous wastes. Antifreeze may become hazardous when contaminants such as heavy metals, fuel

and solvents are introduced while circulating through the engine and cooling systems of the automobile. Therefore, if you are disposing of antifreeze, you must make a hazardous waste determination unless the antifreeze is recycled by a totally enclosed system that hooks up to the vehicle's coolant system and in which no used antifreeze exits the system. If your operation uses such a system and antifreeze is recycled on site, you can save money on hazardous waste disposal fees. If a mobile unit recycles your antifreeze at your operation, you will be eligible for a recycling exemption provided that the mobile unit complies with the provisions for proper containment as stated in 6 NYCRR 373-1.1(d)(1)(viii)('a') ('2') and 373-2.9(f). The storage of hazardous waste prior to recycling is not exempt from hazardous waste requirements.

Storing Antifreeze

Whether your antifreeze is new or is taken from vehicles and is reused, sold, or given away for reuse, its storage may be regulated by the DEC Chemical Bulk Storage (CBS) Program. If you are storing nonhazardous antifreeze in an aboveground tank with a capacity of 185 gallons or greater, or are

REMEMBER

Before discharging antifreeze, oil and grease, solvents, acids, alkalides or any other wastes generated at your facility, check with your local sewer authority.

storing any amount of nonhazardous antifreeze in an underground tank, the site must be registered with DEC and comply with CBS regulations. Antifreeze stored in drums or containers (rather than a tank) does not require registration under the CBS program. As with the storage of used oil, secondary containment is required for the storage of antifreeze in aboveground tanks.

Pollution Prevention Tips for Managing Waste Antifreeze

- Segregate your antifreeze from other wastes.
- Store waste antifreeze in closed containers labeled "Used Antifreeze."
- When removing good antifreeze due to servicing, save it and return it to the system when repairs are finished. Also, when removing good antifreeze, use drip pans and try to avoid spills.
- Consider the purchase of an antifreeze recycling unit. It has been

- proven that recycled antifreeze performs as well as new antifreeze as long as the inhibitors are replaced and the antifoaming agent is added.
- ❑ Do not discharge antifreeze to septic tanks, storm drains or to the outdoors (surface waters or ground surface). Antifreeze, oils and grease, solvents, acids, alkalies or other wastes can harm municipal wastewater treatment plants. Prior approval from your local sewer authority is required before discharging any of these wastes to the sewer system.
- ❑ Make sure your antifreeze storage tanks or drums have proper containment in case there is a leak or spill.

Brake Fluids

Regulatory Requirements

Brake fluids are considered used oil and can be combined with your used oil as long as they don't contain any solvents, brake cleaners or carburetor cleaners. Remember, brake fluid contaminated with any of these materials could cause your used oil to become hazardous. If your operation still uses brake cleaners in aerosol cans, chances are that they may contain chlorinated solvents which are a hazardous waste. Therefore, your operation should consider investing in an aqueous brake cleaning system which will not only be safer for your employees, but could save your operation money.

Pollution Prevention Tips for Managing Brake Fluids

- ❑ Manage brake fluid in a manner similar to used oil.
- ❑ Collect uncontaminated brake fluid in your container labeled "Used Oil."

- ❑ Recycle uncontaminated brake fluid as used oil.

Burn Barrels and Open Burning

Regulatory Requirements

Burn barrels and all other types of open fires are specifically prohibited by NYSDEC air regulations under 6 NYCRR Part 215. New York State law prohibits the burning of rubbish for the purposes of salvaging useable products and also prohibits burning for disposal of rubbish generated on site by commercial activities. Burning solid waste generated by your business would constitute violations of both air regulations and solid waste regulations.

Floor Drains and Wastewater

Regulatory Requirements

The Environmental Conservation Law prohibits the discharge of pollutants into surface or groundwaters without a State Pollutant Discharge Elimination System (SPDES) Permit. The Safe Drinking Water Act, under the Underground Injection Control program administered by EPA, was designed to prevent contamination of groundwater resulting from operation of injection wells. In addition, illegally disposing of hazardous waste is a violation of the federal Resource Conservation and Recovery Act (RCRA).

If you have floor drains in your operation, they must be connected to a public sanitary sewer system. In most cases floor drains may be connected to a publicly owned treatment works (POTW). However, the owner should refer to the Local Code Enforcement Officer and the Sewer Use

Ordinance before making any new connections. Some municipalities restrict floor drains from being connected to the sewer system depending on the type of operation. Also, you may be required by your sewer authority to install an oil/water separator between the floor drains and the sewer system. Oil/water separators should be checked on a monthly basis to make sure they are working properly. This includes annually cleaning out the sludge, testing it for toxicity and then disposing of it properly. If you are a Conditionally Exempt Small Quantity Generator (CESQG), you can transport this sludge to an approved facility. This includes transporting dried sludge to your local landfill although prior approval is needed.

Floor drains must be connected to some kind of holding tank where the wastewater can be pumped out and treated or disposed properly. All wastewater should be hauled away by a DEC 6 NYCRR Part 364 permitted waste transporter.

Wastewater from automobile recyclers may contain heavy metals, antifreeze, solvents, oil and grease, gasoline, and other materials that could be hazardous. Automobile recyclers generate most wastewater from washing floors and vehicles. By minimizing the amount of wastewater that is generated, you can reduce the amount of wastewater and sludge that must be managed or discharged.

Pollution Prevention Tips for Managing Floor Drains and Wastewater

- To limit the amount of wastewater, use dry floor cleaning methods. This includes sweeping and vacuuming.
- Train employees to use water efficiently.

- Use only non-toxic soaps to clean floors and vehicles instead of hazardous materials.
- Prevent drips and spills from reaching the floor.
- If a small spill does occur, clean it immediately with shop towels or mops. Never clean spills by hosing them down with water.
- Perform vehicle maintenance work in areas where there are no floor drains. If floor drains are present, seal them off during work to prevent spills from entering the drains.
- Never have floor drains where hazardous materials are stored.
- If you collect your wastewater in a holding tank, try to reuse it whenever possible.
- You may want to consider buying a water recycling unit in order to treat your wastewater on site.
- If your wastewater is nonhazardous, you may want to purchase evaporating equipment to evaporate your wastewater. It should be noted that evaporators may require an air permit or registration, and evaporator bottoms may be a hazardous waste.
- Don't use degreasing solvents to clean engines. Most engine degreasers are hazardous and should not be discharged into a POTW. Even if you use nonhazardous degreasers, the oil and grease concentration in the spent degreaser may exceed the limit allowed by your sewer authority.

Fluorescent Bulbs and Other Hazardous Lamps

Regulatory Requirements

Currently, most waste fluorescent bulbs (referred to hereafter as "fluorescent lamps") are hazardous wastes due to their mercury content. Other examples of lamps that, when spent, are commonly classified as hazardous waste include high-intensity discharge (HID), neon, mercury vapor, high pressure sodium and metal halide lamps. The U.S. Environmental Protection Agency (USEPA) added hazardous waste lamps to the Universal Waste Rule (64 FR 36465 - 36490) in 1999, and DEC adopted these regulations on March 15, 2002. Handlers of hazardous waste lamps are able to choose between handling their lamps under the traditional regulatory scheme or as universal wastes. However, once you declare your lamps universal wastes, you must continue to handle them as universal wastes. Jumping back and forth between the traditional RCRA approach and the Universal Waste Rule in order to avoid any requirements is prohibited. If a handler of hazardous waste lamps fails to comply with the Universal Waste standards, they are in violation of existing hazardous waste laws and regulations.

Most automobile recyclers are considered Small Quantity Handlers of Universal Waste defined as handlers of less than 5,000 kg or 11,000 lbs. of total universal wastes (hazardous batteries, certain hazardous pesticides, hazardous thermostats, or hazardous lamps, calculated collectively) on site at any time. The requirements for Small Quantity Handlers of Universal Waste (including fluorescent lamps) require that lamps be packaged in a way to minimize breakage, that any broken lamps are

immediately cleaned up, and that containers are properly labeled.

More information on handling of fluorescent lamps and universal wastes can be found on the DEC web site at:

www.dec.state.ny.us/website/dshm/hzwstman/bulbs2.htm. You can also contact the Waste Management Section of the Division of Solid and Hazardous Materials at (518) 402-8633.

Fuel Filters

Regulatory Requirements

Metal fuel filters that are drained of all free liquids and taken to scrap metal yards for recycling are exempt from hazardous waste regulations. Fuel filters cannot be discarded in dumpsters or in the trash even when properly drained, since they may contain benzene or lead which is considered hazardous.

Gasoline

Regulatory Requirements

Waste gasoline is regulated as a hazardous waste if it is sent for disposal. For more information on the hazardous waste regulations, please request a copy of the manual *Environmental Compliance and Pollution Prevention Guide for Small Quantity Generators* by calling (800) 462-6553 or from the DEC web site at: <http://www.dec.state.ny.us/website/ppu/p2pub.html>.

Waste gasoline is not considered a hazardous waste if it is recycled or burned as a fuel. Waste gasoline should be stored in properly grounded, labeled and closed

containers on an impermeable surface with spill controls.

Lead-Acid Batteries

Regulatory Requirements

If your lead-acid batteries are recycled, they do not have to be managed as hazardous waste, but they are still subject to limited hazardous waste regulations.

Pollution Prevention Tips for Managing Lead-Acid Batteries

- Use an authorized recycler.
- Indoor storage is recommended for lead-acid batteries.
- Store batteries on an acid-resistant rack or tub.
- Batteries stored outside should be stored on impermeable surfaces such as concrete and should have secondary containment. Also, it is recommended that batteries be covered to prevent acid run off.
- Keep a neutralizing agent such as baking soda nearby, in case of leaks or spills. If a spill does occur, the waste must be treated as a hazardous waste.
- When stacking batteries, make sure they are stored so that any fluid from leaking batteries will not be released to the environment.
- Electrolyte fluid in spent batteries contains enough lead to qualify it as a hazardous waste. This fluid, if discharged onto the ground, will likely make the soil which absorbs it a hazardous waste.

Mercury Switches

Regulatory Requirements

Hazardous waste regulations govern the storage and regulation of mercury switches, and these regulations require the recycling of mercury switches because they contain liquid mercury. Mercury switches must be recycled to prevent mercury releases that happen when the switches corrode after prolonged storage or when vehicles are crushed and the switches are broken during the preparation of vehicles for scrap metal recovery. Mercury switches should be removed and recycled prior to storage, disposal or crushing of the vehicle. Some cars may contain no switches and others may contain several.

Recovery of mercury switches satisfies the requirement of identifying, managing and preventing the release of hazardous constituents to storm water as part of a site Storm Water Pollution Prevention Plan and the General Storm Water Permit that is mandatory for automotive recyclers.

Most automobile recyclers fall into the category of Conditionally Exempt Small Quantity Generators (CESQGs) of hazardous waste. CESQGs may accumulate and store mercury switches at their facilities for an unlimited period of time. This extended storage period for CESQGs allows facilities that remove lighting assemblies and anti-lock brake sensors containing mercury switches to collect sufficient quantities to make switch recycling feasible. It also allows time for yards to dismantle the lighting assemblies that contain mercury switches, enabling low cost recycling of the switches. For more information on CESQGs, please request a copy of the manual *Environmental Compliance and Pollution Prevention for Small Quantity*

Generators by calling (800) 462-6553 or by visiting DEC's web site at:
<http://www.dec.state.ny.us/website/ppu/p2pub.html>.

The Automotive Recyclers Association of New York (ARANY) is sponsoring a low-cost recycling program for mercury switches. The cost to yards for recycling of 1 pound of mercury (450 switches) is less than \$5.00 and the ARANY will provide technical assistance to member yards who are interested in participating. For more information about this program, contact Walt Adams, Executive Director of ARANY, at (800) 944-7278. Compliance with the requirement to recover mercury switches from vehicles can be demonstrated by either having the switches in secure storage at your facility or by keeping receipts for switches sent to a recycling facility.

Details on which vehicles contain mercury switches and how to dismantle lighting assemblies to remove mercury switches can be found on the Department's web site at: www.dec.state.ny.us/website/dshm/redrecy/mercury.htm. Click on the link for automotive mercury.

Motor Vehicle Refinishing

Regulatory Requirements

Volatile organic compounds (VOCs) are commonly found in emissions from the automotive painting/finishing process and come from paint mixing, paint spraying, surface preparation and equipment cleanup. Ground-level ozone, a major component of "smog" is formed in the atmosphere by reactions of VOCs and oxides of nitrogen (NOx) in the presence of sunlight. High levels of ground-level ozone can endanger public health and damage crops and forests.

DEC regulates VOCs under 6 NYCRR Part 228 (Surface Coating Processes) and 40 CFR Part 59 (National Volatile Organic Compounds Emission Standards for Automobile Refinish Coatings).

The VOC content of the materials associated with the automotive painting/finishing process is found on their respective material safety data sheets (MSDSs). Call the product manufacturer or your distributor if you need copies of these MSDSs.

Residues from paint-gun cleaning could be a hazardous waste if the solvent, when spent, would be considered a hazardous waste, or if the residues are ignitable hazardous wastes or fail the toxicity characteristic leaching procedure (TCLP) because of properties and/or constituents of the paint or the solvent such as TCLP metals (lead, cadmium, or chromium, for example). The MSDS for the solvents and paints may provide information to determine if the residues may be hazardous wastes. Please note that any materials managed as Universal Wastes are not counted in determining generator category.

Some of the more common hazardous air pollutants (HAPs) that are found in automotive painting materials are:

- 1,1,1-trichloroethane
- 1,1,2-trichloroethane
- Ethyl benzene
- Methanol
- Methylene chloride
- Methyl isobutyl ketone
- Tetrachloroethylene
- Trichloroethylene
- Toluene
- Xylene

Record Keeping for VOC Emissions

Generally speaking, nearly all auto body shops in upstate New York are exempt from minor facility registration or air permitting requirements. However, you should maintain records of your VOC emission rates even if you use fewer than 25 gallons per month. By keeping these records, you will:

- Show proof of compliance with applicable DEC air requirements.
- Be able to determine if your shop needs any registrations or permits.
- Be prepared to provide information to regional DEC inspectors when they visit your shop.
- Help your shop make progress toward implementing a pollution prevention program.

One of the easiest ways to keep records of your VOC emissions is by keeping your purchase order invoices for all the paints, lacquers, solvents or additives used by your shop. Don't forget to obtain a copy of the MSDS for each of the materials that you purchase.

Pollution Prevention Tips for Motor Vehicle Refinishing

- Never conduct spray painting or coating outdoors. In addition to contributing to air pollution, you risk contaminating your work with dust and debris.
- Always conduct spray painting and coating in a designated booth or enclosure that is equipped with an exhaust and filter system designed for this use.
- Keep solvent and paint containers closed when not in use.

Parts Cleaning and Degreasing

Regulatory Requirements

Used solvents are often the largest hazardous waste stream created by automobile recyclers. Used solvents are harmful to workers and the environment because they are toxic and they emit dangerous vapors. If your operation still uses a parts washing system that contains a hazardous solvent, you may be generating listed hazardous wastes (EPA Hazardous Waste Codes of F001-F005). In addition, many solvents may be hazardous because of ignitability (EPA Hazardous Waste Code of D001). You may also be subject to requirements under 6 NYCRR Part 226. For more information on applicability and requirements under 6 NYCRR Part 226, please contact your regional office (see page 42 of this manual).

When using hazardous solvents in your parts washing system, you are required to keep track of the amount generated each month and dispose of them as hazardous waste. The following are some of the common spent halogenated and non-halogenated solvents used in degreasing operations that are considered hazardous:

1,1,1-trichloroethane
Acetone
Benzene
Carbon tetrachloride
Chlorinated fluorocarbons
Isobutanol
Low flash point mineral spirits
Methanol
Methylene chloride
Methyl ethyl ketone (MEK)
Methyl isobutyl ketone (MIBK)
Ortho-dichlorobenzene
Tetrachloroethylene (Perchloroethylene)
Toluene

Trichlorofluoromethane
Xylene

Check the material safety data sheets (MSDSs) that accompany your solvents to determine if they contain these listed chemicals. Call the product manufacturer or your distributor if you need copies of these MSDSs.

If your operation uses any of the above parts washing solvents or degreasers, or any other hazardous solvent not listed above, you should make every effort to replace your parts washer or degreaser with nonhazardous substitutes.

Types of Parts Washers

There are many opportunities available to minimize or eliminate your generation of hazardous solvents. A preferred choice is to use a nonhazardous or less hazardous parts cleaning system. Here are some tips you should follow before purchasing or leasing your parts washer:

- Buy a parts washer with a lid rather than an open bucket or pan. This will reduce evaporation or spillage of the solvent.
- Instead of leasing, purchase your own parts washer. Service agreements tend to change your solvents more often, which generates more waste. Also, if you are a Conditionally Exempt Small Quantity Generator, you can transport your own spent solvent and sludge to an approved facility.
- Talk to other operations to discover which system works best for your operation. This will save you time and money.
- When a supplier or vendor lets you test a parts washer, make sure you

specify that he takes away the whole unit, including the spent solvent if you decide not to buy the unit. Disposing of the spent solvent will cost you money.

- Buy a parts washer with a drain shelf that fits inside the basin. This allows solvent to drain from parts prior to removing them from the washer.
- Buy a parts washer with a filtering unit that will extend the life of the solvent by filtering out contaminants. Remember, prior to discarding the filters, you must make a hazardous waste determination.
- Parts washers that are heated seem to work better than unheated units.

The following are some types of parts washers available:

Aqueous Cleaners

Aqueous cleaning refers to the use of water, detergents, acids, and alkaline compounds rather than organic solvents. Aqueous cleaners are one of the most popular choices for degreasing parts at automobile recyclers and repair shops and are a good alternative to petroleum-based and halogenated solvents. Some of the benefits of aqueous cleaners are that:

- There is less risk of hazardous exposure for workers.
- They are not flammable or explosive.
- The oils and greases can be removed more effectively.
- They can provide potential savings in disposal costs, since used aqueous parts cleaning water may be eligible for discharge into public sewer system. Prior approval is needed. Check with your publicly owned treatment works (POTW) for requirements.

Hot Soap Washers

Hot soap or jet spray washers are like dishwashers that clean parts. They use detergent and hot water to remove oil, grease and dirt. Employees like hot soap washers because they can clean parts automatically while the employees perform other duties. Other benefits of hot soap washers are that:

- They eliminate employee exposure to hazardous solvents.
- Less employee time is spent on parts washing.
- They are not flammable or explosive.
- There is little or no hazardous waste generated.
- They can provide potential savings in disposal costs, since used aqueous parts cleaning water may be eligible for discharge into public sewer system. Prior approval is needed. Check with your publicly owned treatment works (POTW) for requirements.

The sludge from oil, grease, dirt and other contaminants should be cleaned out frequently. Prior to disposal, you must make a hazardous waste determination on the sludge. Nonhazardous sludge can be hauled by a septic tank company, or dried sludge can be taken to a landfill. If you are a Conditionally Exempt Small Quantity Generator (CESQG), dried sludge that is considered hazardous can be taken to a landfill as long as you get prior approval from the landfill operator. Check with your local landfill for requirements.

Semi-Aqueous Cleaners

Semi-aqueous cleaners are also known as less toxic solvents, less hazardous solvents,

non-halogenated solvents, petroleum-based solvents or terpene solvents.

Semi-aqueous cleaners are products that can be dissolved in water or applied in a concentrated form. They are called semi-aqueous because they can be applied either way. Terpenes are hydrocarbons derived from wood or citrus fruits, usually orange or lemon peel oils. Even though most of the semi-aqueous cleaners are not ozone depleters, they are highly toxic to aquatic life, some have a high cost and they may still be considered a hazardous waste when spent. A hazardous waste determination should be made prior to disposal.

Solvent Distillation

If hazardous solvents must be used in your operation, then you may want to consider purchasing a solvent distillation unit to recycle your solvents. For example, if your operation generates five gallons of paint and solvent waste, you may be able to reclaim four and a half gallons of solvent. This would leave you with only one half gallon of sludge that must be disposed of as hazardous waste. This sludge that is generated is called "still bottoms." Solvent is reclaimed by heating spent solvent to its boiling point and then cooling it, which produces nearly pure liquid solvent that can be reused. Spent solvent that is reclaimed and reused on site need only be counted the first time that it is generated in a calendar month if it is reclaimed and reused on site. If spent solvents are counted, then still bottoms don't need to be counted for the purpose of determining generator category, but do need to be managed as a hazardous waste.

Pollution Prevention Tips for Parts Cleaning and Degreasing

- Wipe off parts with a rag or wire brush before soaking in parts washer.
- Do not clean parts unnecessarily.
- If possible, try to maintain two parts washers so that you can use one for pre-rinsing. If your parts washer doesn't have a drip shelf inside the tub, use a drip tray to drain cleaned parts.
- Turn off solvent stream and cover the unit when not in use. Also, if your unit is equipped with a heating element, turn it off at the end of the day.
- Regardless of the solvents you use, you should always try to control hazardous emissions at the source by keeping drums, containers and washers covered and turned off when not in use. Also, try to avoid air-drying solvent-soaked towels or parts.
- There are several effective and less toxic degreasing solvents on the market. Consider substituting solvents containing the above chemicals with alternative solvents to avoid the possibility of being subject to the National Emissions Standards for Hazardous Air Pollutants (NESHAP) requirements.

Refrigerants

Regulatory Requirements

One of the largest single uses of Freon R-12 (or CFC-12) in the U.S. is as a refrigerant in automotive air conditioning. By the end of 1995 all manufacturers were required to stop production of R-12. However, the use of R-12 by manufacturers is still permitted until supplies are depleted.

Federal regulations state that it is illegal to vent *any* refrigerant to the atmosphere. The U.S. Environmental Protection Agency (EPA) requires use of certified refrigerant recycling equipment when servicing vehicle air conditioners. Anyone in New York State who works on vehicle air conditioning systems must also be certified by an EPA approved organization. Each facility must either have a certified person on site or bring in a person certified to perform this work. In addition, the New York State Department of Motor Vehicles requires that dismantlers have appropriate equipment in place to remove refrigerant prior to recycling.

Freon can be recycled by recovering it from air conditioning units and by storing it in a tank until it is sent off site to a reclamation facility. Freon can also be recycled by recovering, treating and storing for reuse. Freon can only be sold to certified technicians or to certified reclamation facilities that will reclaim it to its original purity specifications. Freon must be stored

ALERT

Failure to remove or drain hazardous substances from vehicles prior to crushing is a crime and is punishable by a fine and/or imprisonment.

in tanks that meet federal Department of Transportation and Underwriters Laboratory standards.

Newer vehicles use R-134a as a refrigerant in air conditioning systems. Although R-134a is not considered to be ozone-depleting, it is considered harmful to the atmosphere and cannot be released to the

air. R-134a must also be recovered by using U.S. EPA approved air conditioner servicing equipment.

By the end of 1995 all manufacturers should have stopped production of the refrigerant R-12. Federal regulations state that it is illegal to vent refrigerants to the atmosphere and require that refrigerant recycling equipment be used when servicing vehicle air conditioners. When spent refrigerant is recovered, it must be properly labeled.

Certification

Anyone in New York State who works on vehicle air conditioning systems must be certified. You can obtain a list of EPA approved Section 609 certifying organizations by calling (800) 296-1996, or by visiting the web site at www.epa.gov/ozone/title6/609. Also, the New York State Department of Motor Vehicles, Division of Vehicle Safety, Technical Training Unit offers a course called, Systems Training and Air Conditioning (STAC). That course goes beyond the certification requirements for servicing, handling, recycling and retrofitting motor vehicle air conditioners. STAC provides training in diagnosing and repairing vehicle air conditioning, mechanical, electrical and electronic systems. Call the NYS Department of Motor Vehicles at (518) 474-4279 or fax (518) 473-9903 for more information.

Pollution Prevention Tips for Managing Refrigerants

- Use only approved reclaiming and recycling units when recharging or removing refrigerants.
- Remove and recover refrigerants from systems before servicing vehicles.

- Avoid mixing R-12 and 134a since contaminated refrigerant can't be put back into the vehicle and must be sent to a refrigerant recycling facility.
- Do not use alternative refrigerants containing liquified petroleum (LP). These refrigerants not only cause contamination, but pose a significant health risk due to explosions.
- Be sure to use the proper O-rings, lubricants, etc. when retrofitting automobile air conditioning systems.
- Don't allow Freon to mix with oil prior to reclamation or recycling.
- Keep technician certification and shipment manifests on site for at least three years.
- When retrofitting, re-label and install the proper fittings to prevent accidental contamination of the system with other refrigerants. The label should be located under the hood. That identifies the type of refrigerant used. Otherwise, a device is available that will identify the type of refrigerants in a system.
- If you have a crushing operation, refrigerants should be removed prior to crushing or shredding.

Shop Towels, Rags and Soiled Clothing

Regulatory Requirements

Industrial rags (also known as shop towels) or soiled clothing, which are contaminated with listed or characteristic hazardous wastes, do not have to be managed as hazardous wastes when sent to a laundry service or dry cleaner to be cleaned and then returned to the owner. The following conditions must be met:

- Any rags or soiled clothing containing free liquids are subject to full regulation. There is no exemption for rags or soiled clothing contaminated beyond saturation (containing free liquids).
- Rags and soiled clothing must be managed in accordance with 6 NYCRR Part 372 and Subpart 373-1 until the materials are sent for laundering and must be counted as wastes generated and accumulated for the purpose of determining generator category.

All rags and soiled clothing that contain flammable materials must be stored and transported in fire proof containers.

Pollution Prevention Tips for Managing Shop Towels, Rags and Soiled Clothing

- Send your shop towels to a laundry or dry cleaning service. You must manage your shop towels in accordance with the hazardous waste regulations until they leave your operation.
- If your operation is large enough, you may consider purchasing a centrifuge to collect and recycle excess solvent from your shop towels. Most laundries will not accept saturated shop towels. Centrifuges may be costly, which would not make this a cost-effective purchase for small automobile recyclers.
- Store your shop towels in metal safety cans to reduce the risk of fires. If your shop towels contain solvents, they should be stored in a double-bottom drum to allow the solvent to drip where it can be collected.
- To reduce the risk of spontaneous combustion when storing shop

towels in metal cans, keep the towels moist with water.

Spills and Releases

All petroleum spills that occur within New York State (NYS) must be reported to the NYS Spill Hotline (1-800-457-7362) within 2 hours of discovery, except spills which meet **all** of the following criteria:

- 1) The quantity is known to be less than 5 gallons; and
- 2) The spill is contained and under the control of the spiller; and
- 3) The spill has not and will not reach the State's water or any land; and
- 4) The spill is cleaned up within 2 hours of discovery.

A spill is considered to have not impacted land if it occurs on a paved surface such as asphalt or concrete. A spill in a dirt or gravel parking lot is considered to have impacted land and is reportable. Call the NYS Spill Hotline (1-800-457-7362) within 2 hours of discovery.

Tires

Regulatory Requirements

Disposal of waste tires is one of the biggest solid waste issues facing automobile recyclers. Waste tire piles pose a significant environmental threat to public health and the environment. Waste tire piles provide a breeding ground for mosquitoes, which may carry disease, and also present a serious fire hazard.

New York State law prohibits the storage of 1,000 or more waste tires without a permit. This requirement includes both whole tires and their equivalent in pieces (i.e., chipped

or shredded). If you are storing more than 1,000 waste tires and have not obtained a permit, you may be operating in violation of State law. If there is a need to store more than 1,000 waste tires at any time, you should contact your regional NYS DEC office to find out which regulatory requirements or possible exemptions apply.

If you are planning to remove waste tires from your facility to an authorized waste tire facility, the following options are available to automobile recycling facility owners:

- (1) Hire an authorized Part 364 hauler;
- (2) Obtain a Part 364 permit if you have collected a fee for the transportation or disposal of the tires, or if you are transporting waste tires for a fee for purposes of reuse, recycling, or disposal; or
- (3) If you do not charge a fee for transporting the waste tires, you may transport the waste tires resulting from your operations, for purposes of reuse, recycling, or disposal.

NOTE: If you plan on transporting your own waste tires, the Department recommends that you contact your DEC Regional Office for a list of permitted waste tire facilities. The Regional Office can also provide a letter of notification acknowledging your intent to transport your tires.

If you offer used tires for resale and have more than 1,000, you are subject to registration provisions under 360-1.8 (h). Used tires that are being held for resale are considered wastes.

Waste tires that are still on rims and bolted on the automobiles are not regulated and do not count as part of regulatory threshold of 1,000 waste tires. Waste tires on rims may

be used to support vehicles provided only four tires per vehicle are used.

Land filling (or burying) whole tires is prohibited. Most landfills do not accept waste tires because when whole tires are buried, they eventually float back to the top of the landfill, causing a nuisance. Power plants and cement kilns are currently burning shredded tires as a supplemental fuel, while construction projects are using the shredded tires as fill material. In both these instances, the biggest drawback to these technologies is the cost of the machine to shred the tires to a 1" x 1" size. Currently, there are limited options for waste tires after their useful life is over on the automobile. Limited uses include shredding the tires for civil engineering applications such as engineered subbase for roads and as a gas collection and leachate collection media in landfills. DEC maintains a database of permitted waste tire storage facilities, as well as the names of some facilities that use waste tires for energy recovery and in new product manufacturing. Contact your regional DEC office for information (see page 42).

Pollution Prevention Tips for Managing Waste Tires

- Store as few waste tires as possible at your facility.
- Schedule regular pickup for waste tires by a properly permitted Part 364 hauler.
- Keep tires stored indoors, if possible, or keep tire piles covered in order to prevent entrapment of water.
- Make sure your hauler has a valid New York State Part 364 Waste Transporter Permit to transport waste tires. Also, make sure the tires are being taken to an authorized recycler or disposal facility.

- ❑ Most importantly, make sure you do not store more than 1,000 tires at any one time.

Used Electronics

Regulatory Requirements

Due to technology's rapid development, electronic equipment quickly becomes out of date. Owners of computers and electronic equipment have three options for used electronics:

- Resale, donation or repair of units.
- Dismantling and recycling of units.
- Disposal of units.

Some items (e.g., computer monitors) typically qualify as hazardous waste under DEC's hazardous waste requirements. However, such hazardous waste may be exempt from regulation under the scrap metal exemption, provided that they are managed in the specified way.

Scrap Metal Exemption

Most discarded electronics that qualify as hazardous waste (e.g., monitors) contain sufficient quantities of scrap metal parts to be regarded as scrap metal themselves, and, thus, are exempted from regulation as hazardous waste if the following conditions are met:

- **Prior Notification** [6 NYCRR 371.1(c)(7)]: If the generator is not a Conditionally Exempt Small Quantity Generator (CESQG), both the generator and subsequent handlers in the recycling process in New York State are required to submit a "c7" notification to DEC, giving certain basic information,

such as the locations of generating and receiving facilities. Although written concurrence from DEC is not required, DEC will provide one upon request (provided the electronics item, in fact, qualifies for the exemption).

- Scrap metal must ultimately be recycled. The scrap metal exemption requires that scrap metal pieces actually be reclaimed from the hazardous electronics and that they be recycled.

Note that the scrap metal exemption cannot apply to a part separated from the whole component unless that separated part independently contains scrap metal pieces that will ultimately be reclaimed. For example, an all-plastic case that was separated from a computer monitor could no longer qualify for the scrap metal exemption, nor could cathode ray tube (CRT) glass, once the scrap metal pieces have been separated from the glass. An item which qualifies as hazardous scrap metal is still a hazardous waste. It is merely exempted from regulation.

Resale and Repair of Units

Electronic products that are directly resold or even donated for continued use are not considered to be discarded, and, thus, cannot be subject to the solid or hazardous waste regulations (i.e., they are still "products").

Non-working electronic products that are serviced by repair shops and then returned to the user are not considered to be wastes, but all other non-working electronic products must be managed as wastes.

If non-working electronic products are dismantled and some individual parts (e.g., disk drives) are found to be operative,

reused or marketed for reuse, such parts are considered to be products reclaimed from waste. Therefore, they are no longer considered to be solid or hazardous waste. Any unusable components removed from the products as part of a repair process must be managed by the repair shop as "ordinary" solid or hazardous waste, unless they qualify for the scrap metal exemption.

More information on handling of used electronics can be found on the DEC web site at: www.dec.state.ny.us/website/dshm/hzwstman/electron.htm. You can also contact the Waste Management Section of the Division of Solid and Hazardous Materials at (518) 402-8633.

Used Oil

Regulatory Requirements

Used oil is not regulated as a hazardous waste if it is recycled or burned as a fuel. This means that your used oil, if not mixed or contaminated with hazardous waste, can be managed under the used oil regulations, 6 NYCRR Subparts 360-14 and 374-2. Used oil includes used crankcase oil, metal working oils, gear oil, transmission fluid, brake fluid, hydraulic fluid, dielectric fluid (excluding PCBs) and tank bottoms from used oil tanks only.

If you are disposing of any used oil rather than recycling or burning it as a fuel (i.e., spills, soil contamination, cleanup), or your used oil is mixed with other wastes, then you must make a hazardous waste determination and comply with any applicable hazardous waste regulations including the following:

- If used oil is stored in containers, the containers must be in good condition (no severe rusting, apparent

structural defects or deteriorations) and not visibly leaking.

- Containers and tanks and the fill pipes of underground used oil tanks

must be marked with the words "Used Oil."

Remember
All retention tanks for storing used oil must be registered with DEC.

- Upon detection of a release of used oil to the environment, the owner must perform the following

- cleanup steps: (1) stop the release; (2) contain the released used oil; (3) clean up and properly manage the released used oil and other material; (4) if necessary to prevent future releases, repair or replace any leaking used oil storage containers or tanks prior to returning them to service; and (5) notify the New York State Spill Hotline within two hours of a spill by calling (800) 457-7362.

Used Oil Storage Tanks

All used oil retention tanks, no matter what size, must be registered with DEC and clearly labeled "Used Oil." Fees are required only if the storage capacity of the used oil tank is greater than 1,100 gallons, and the used oil is burned on site for heating. For more information on registration of petroleum storage tanks, please call (518) 402-9549.

Secondary Containment

Secondary containment is defined as a structure that is designed to prevent leaks and spills from reaching the land or water outside the initial containment area. All aboveground tanks with a capacity of 10,000 gallons or more must be equipped with

secondary containment. All aboveground tanks smaller than 10,000 gallons are required to be equipped with secondary containment if it is reasonably expected that the facility is within close proximity to ground or surface waters of the state. Facilities within 500 feet of the following resources may be considered presumptive evidence of being in close proximity to ground or surface waters:

- Perennial or intermittent stream
- Public or private well
- Primary or principal aquifer
- Wetlands as defined in 6 NYCRR 664
- Lake, pond, estuary, etc.
- Storm drain

Accepting Used Oil

Although most automobile recyclers are not required to take used oil from do-it-yourself oil changers (people who change the oil in their own personal vehicles), if you generate used oil as part of your business, you can take used oil from do-it-yourself oil changers on a voluntary basis. You cannot take used oil from other businesses unless you meet certain detailed analysis and record-keeping requirements.

Transporting Used Oil

- Your operation can transport up to 500 pounds (roughly 55 gallons) of used oil at one time to an approved used oil management facility if the vehicle is owned by you or an employee.
- Your operation can transport up to 500 pounds of used oil to a facility owned by your company.
- If you transport more than 500 pounds of used oil, you are required

to have a DEC 6 NYCRR Part 364 transporter's permit.

- You cannot transport used oil to another service station or business unless they are authorized by DEC to accept used oil.

Did You Know?

- It takes 42 gallons of crude oil to yield 2.5 quarts of lubricating oil.
- When used oil is recycled, it takes about one gallon to yield 2.5 quarts of lubricating oil.
- Used oil from a single oil change can contaminate a million gallons of water.
- Used oil is the largest single source of pollution in our nation's waterways.
- Used oil can contain toxic substances such as arsenic, benzene, cadmium, lead, and zinc.
- There are 1.2 billion gallons of waste oil generated annually in the United States.

Pollution Prevention Tips for Managing Used Oil

- Store used oil in closed containers labeled "Used Oil." This is also a requirement under the used oil regulations. Keeping out water and other contaminants will make your used oil more valuable to used oil recyclers.
- Do not mix hazardous waste with used oil. Once your used oil is contaminated with hazardous waste, it can no longer be managed as nonhazardous used oil.
- Make sure your used oil storage tanks or drums have proper containment in case there is a leak or spill.

- ❑ On a regular basis, inspect your used oil storage tanks or drums for leaks or spills.
- ❑ Use large drum funnels or fill tubes when filling used oil containers.
- ❑ Place drip pans underneath leaking vehicles to collect dripping oil. Don't forget to pour oil from drip pans into the used oil container.
- ❑ Try to prevent spills when dismantling vehicles. If spills do occur, clean up oil spills with rags. After wringing out the saturated rag into the used oil drum, you can have the rags laundered.
- ❑ Avoid using absorbents for oil spills unless there is a threat of the spill spreading to soil or water. Oily absorbents must be evaluated prior to disposal to determine whether they are hazardous or nonhazardous. Remember, if your used oil is not destined for recycling, then a hazardous waste determination must be done on your used oil.
- ❑ Send used oil for recycling. Although EPA and DEC allow burning in used oil-fired space heaters as a matter of economics for small (especially rural) businesses, EPA recognizes in promulgating this allowance that space heaters do pollute.
- ❑ Recycle your oil filters through a scrap metal yard or a used oil filter recycler. The service provided by oil filter recyclers costs approximately \$75.00 to \$100.00 per drum of uncrushed filters.
- ❑ Inspect used oil from do-it-yourself oil changers. Make sure there are no other wastes mixed in with their used oil. This can be done based on color and consistency. If you do decide to refuse the used oil, as a public service you should provide the do-it-

yourself oil changer with the phone number of the town or county recycling coordinator so that the do-it-yourself oil changer can contact that office for alternative disposal options; or you can have them call (800) 462-6553.

Used Oil Filters

Regulatory Requirements

Terns plated oil filters are no longer manufactured in the United States for use in private vehicles. Terns plated oil filters, which consist of an alloy of lead and tin, are considered a hazardous waste when disposed. However, non-terns plated used oil filters are not considered a hazardous waste if used oil is removed from the filter by one of the following methods:

- Puncturing the filter and hot draining for at least 12 hours at or near engine-operating temperature.
- Hot draining for at least 12 hours at or near engine-operating temperature and then crushing the filter.
- Hot draining at or near engine-operating temperature and dismantling filter.
- Any other equivalent hot draining method that will remove used oil.

Used oil filters that are not drained by one of the above methods must be managed as hazardous waste.

If one of the above methods has been performed, these used oil filters can be disposed of as nonhazardous solid waste, subject to town and county requirements. However, the most environmentally preferred method of disposal is to recycle these filters, and opportunities exist for recycling properly drained filters. The

Department encourages the recycling of used oil filters wherever possible. Check with your local scrap metal yard for more recycling information.

Pollution Prevention Tips for Managing Used Oil Filters

- ❑ Crush or puncture the dome or anti-drain valve and hot drain the filter.
- ❑ Collect oil from filter crushing and manage it the same way as engine waste oils.
- ❑ Store drained and crushed filters in a leak-proof container until recycled or disposed.
- ❑ Recycle drained or crushed filters with your scrap metals.

Used Oil Space Heaters and Burning Used Oil

Regulatory Requirements

Operations can burn their own used oil and used oil from do-it-yourself oil changers in specially designed used oil-fired space heaters (furnaces) as long as the following requirements are met:

- The used oil originates from vehicles at your facility or by an individual consumer (non-commercial) who generates the used oil by draining the lubricating oil out of his or her own motorized equipment.
- The heater is designed to have a maximum capacity of no more than 0.5 million BTU per hour (Note: You can use a higher capacity heater, but you will need a permit).
- Exhaust gases from the heater are vented to the outside air.

- The waste oil does not contain any chemical waste (i.e., is not a hazardous waste).
- You comply with 6 NYCRR Subpart 225-2 (Fuel Composition and Use - Waste Fuel). Also, the tanks and/or containers used to store used oil must comply with the NYSDEC “Used Oil Generator Requirements.” Contact the Technical Determination Section of the Division of Solid and Hazardous Materials of NYSDEC at (518) 402-8633 for further information on these requirements.

Many vehicle maintenance operations purchase used oil-fired space heaters and then find out that they don’t generate enough used oil to keep the space heater operating throughout the winter. Although it may seem desirable to receive used oil from other sites that generate used oil, both the used oil and air regulations impose significant restrictions, such as record keeping and analytical testing, on this practice. If you wish to explore the possibility of burning used oil from other than your own or do-it yourself oil changers, please contact the DEC’s Technical Determination and Analysis Section of the Division of Solid and Hazardous Materials at (518) 402-8612, or call your DEC’s regional office (see page 42).

Due to the harmful effects of used oil on the environment, do not burn used oil in an unapproved boiler, space heater or furnace.

SUMMARY OF LAWS, RULES AND REGULATIONS RELATING TO AUTOMOBILE RECYCLING*

* The Department does not purport this list to be inclusive of all federal, state and local laws, regulations or ordinances. It has been compiled for the convenience of the reader and is intended to provide a brief review of generally applicable statutes. Amendments to the laws, regulations and ordinances may occur without notice.

Registration/Certification

VTL 16-415(a)

The state laws which require anyone involved in the transfer or disposal of 1973 or newer model year junk or salvage vehicles to obtain a registration or certification from the Department of Motor Vehicles.

Discharges into Waters

ECL 17-0501

The state law which makes it unlawful for any person, directly or indirectly, to throw, drain, run or otherwise discharge into such waters organic or inorganic matter that shall cause or contribute to a condition in contravention of the water quality standards adopted by the NYSDEC in 6 NYCRR Parts 700-705 pursuant to ECL 17-0301.

SPDES Permits

ECL Article 17 - Title 8

The state law which established the State Pollutant Discharge Elimination System (SPDES) giving the NYSDEC the authority to issue permits for the discharge of wastewater to the state's waters.

SPDES General Permit for Storm Water 40 CFR Part 122-124

The federal regulations which require permits for the discharge of storm water to surface waters from various categories of industrial activities including facilities involved in the recycling of material (including, but not limited to, metal scrap yards, battery reclaimers, salvage yards, and automobile junk yards).

SPDES General Permit for Storm Water Discharges from Industrial Activities (except construction) - GP-98-03

The state permit, issued on October 29, 1998, which allows permittees to discharge storm water from point sources to the surface waters of the state. A condition of this permit requires the development and implementation of a storm water pollution prevention plan specific to each individual site.

Individual SPDES Permit for Direct Discharges

6 NYCRR Part 750-758

The state rule that regulates the direct discharge of waste water into surface or ground water.

Solid Waste Disposal

6 NYCRR Subpart 360-1.5(a)

The state regulation which prohibits the disposal of solid waste either brought to the site from other locations or generated on site from the salvaging operation. Materials having no recycling value must be disposed of at a permitted solid waste management facility. This material cannot be disposed of on site by burial or incineration.

Waste Fluids Report

6 NYCRR Subpart 360-12

The state regulation which requires that all automobile dismantlers, scrap metal dealers and junk yards submit to the NYS DEC an

annual report detailing the methods of handling and disposal of waste automotive fluids. Annual reports must be submitted within 60 days of the end of each calendar year and must include the following information:

- The identity of all fluids which are handled on site (i.e. refrigerants, engine and gear oils, antifreeze, gasoline, diesel fuel, transmission fluid, battery acid, brake fluid, power steering fluid and windshield washer fluid).
- The quantity of all fluids which were reused, recycled or disposed.
- The identity of the transporter(s) of all fluid wastes which were removed from the site.
- The identity of the recipients of all fluid wastes.

Waste Tires

6 NYCRR Subpart 360-13.1(b)

The state regulation which prohibits any person from engaging in storing 1,000 or more waste tires at a time without first obtaining a permit to do so.

Used Oil Tank Registration

6 NYCRR Subpart 360-14

The state regulation which requires the registration of tanks storing used oil, regardless of size. Product categories include used oil for fuel and used oil hauled away for recycling.

Tanks storing more than 1,100 gallons of used oil for fuel are subject to registration fees. Tanks which store used oil which is to be hauled away for recycling are not subject to registration fees. (Note: This regulation is presently being revised.)

Lead-Acid Batteries

6 NYCRR Subpart 374-1.7

The state regulation which addresses the handling of spent lead-acid batteries. Spent lead-acid batteries stored on site which are not destined for recycling are considered

abandoned, are subject to regulation as hazardous waste and must meet the storage requirements identified in Section 374-1.7(a)(2).

Hazardous Substance Designation

6 NYCRR Part 597, ECL 37-0101 et seq., ECL 71-3701 et seq.

The laws and regulations which designate materials such as petroleum, radiator fluids (ethylene glycol), lead-acid battery fluids and most commonly used organic degreasing solvents as hazardous substances. No person shall store or release to the environment substances hazardous or acutely hazardous to public health, safety or the environment in contravention of rules and regulations promulgated pursuant hereto. Any person who violates the rules or regulations will be subject to a civil penalty.

Hazardous Substances Bulk Storage Act

6 NYCRR Parts 595-599, ECL 40-0101 et seq., ECL 71-4301 et seq.

The laws and regulations that require safeguards in storage, handling and processing of hazardous substances. Any person who violates the rules or regulations will be subject to civil and administrative sanctions and/or criminal sanctions.

Petroleum Discharge

NL 12-173

The state law which prohibits the discharge of petroleum into the waters or onto the lands of the state. In addition to penalties, responsible parties are held liable for the reimbursement of any costs which the state incurs should it exercise its authority for cleaning up any such spills. Discharge, for this purpose, means any intentional or unintentional action or emission resulting in the releasing, spilling, leaking, pumping, pouring, emitting, emptying, or dumping of petroleum.

Petroleum Discharge

NL 12-175

The state law which requires any person responsible for causing a discharge of petroleum to notify the NYSDEC immediately, but in no case later than two hours after the discharge.

Liquid Releases

ECL 17-1743

The state law which requires any person who is the owner, or is in possession or control of, more than 1,100 gallons of any liquid stored in bulk to immediately notify the NYSDEC if the liquid is released.

Petroleum Discharge

ECL 71-1941

The state law which provides a strict liability standard for persons who spill or discharge petroleum if they are in control of more than 1,100 gallons of any liquid (including petroleum) which, if released, would pollute or would likely pollute the lands or waters of the state. In addition to penalties, the responsible party is also liable for all actual costs incurred by the state for the removal and neutralization of the liquid and reasonable remediation costs

Hazardous Substance Discharge

6 NYCRR Subpart 595.3

The state regulation which requires the reporting of all releases of hazardous substances including non-regulated facilities.

Tank Registration for Hazardous Substances

6 NYCRR Subpart 596.2

The state regulation which requires the registration of all underground tanks and any stationary aboveground tanks of 185 gallons or more which store a hazardous substance. Non-stationary tanks storing 2,200 pounds or more of a hazardous substance, or a mixture thereof, for a period of ninety days or more, are subject to the technical standards of 6 NYCRR Parts 598 and 599. Antifreeze (ethylene glycol) is a regulated hazardous substance.

Oil Tank Registration

6 NYCRR Subpart 612.2

The state regulation which requires the owner of any petroleum storage facility with a combined capacity over 1,100 gallons to register the facility with the NYSDEC. Heating oil tanks storing less than 1,100 gallons are not regulated and should not be included in determining the total capacity at the facility. However, those tanks must be registered if the facility's total capacity **not** including those tanks exceeds 1,100 gallons. Any existing facility registered under this part must also comply with the requirements of 6 NYCRR Part 613. Any new or substantially modified existing facility must comply with 6 NYCRR Part 614.

DMV Regulations

6 NYCRR Part 81

Facilities must comply with the Vehicle and Traffic Law and its associated regulations. For dismantling/reclamation facilities this includes 6 NYCRR Part 81 which requires that facilities maintain a copy of the CR 81 handbook and comply with all of the applicable DMV regulations for salvage businesses.

Open Burning

6 NYCRR Part 215

The state rule which regulates open burning. This regulation describes permitting requirements, prohibitions and restrictions of burning in an open fire in New York State. This regulation specifically prohibits the burning of rubbish for salvage and also prohibits burning for disposal of rubbish generated on site by commercial activities.

Burning Used Oil

6 NYCRR Subpart 225-2

The state air rule which regulates the burning of waste oil. This regulation describes permitting requirements, the eligibility to burn various types of waste

fuels and the sale of waste fuels. There are federal requirements which further regulate the burning of waste oil including 40 CFR Part 279. There are also state solid waste regulations 6 NYCRR Part 360 and Subpart 374-2 which address the burning of used oil in space heaters.

Solvent Cleaning (degreasers)

6 NYCRR Part 226

The state rule which regulates solvent metal cleaning processes (degreasers). This regulation pertains to cold cleaning degreasing, open-top vapor degreasing and conveyorized degreasing. The following sources are exempt from this regulation: Conveyorized degreasers smaller than 22 square feet or air/vapor interface, open-top vapor degreasers smaller than 11 square feet of open area, and solvent cleaning processes utilizing 1,1,1 trichloroethane (methyl chloroform), trichlorotrifluoroethane (Freon 113) and methylene chloride.

Solvent Cleaning (degreasers)

40 CFR Part 63 Subpart T

The National Emission Standards for Hazardous Air Pollutants regulates Halogenated Solvent Cleaning. This applies to any halogenated solvent cleaning machine which uses solvent containing methylene chloride, perchloroethylene, trichloroethylene, 1,1,1-trichloroethane, carbon tetrachloride, or chloroform, or any combination of these halogenated HAP solvents, in a total concentration greater than 5% by weight, as a cleaning or drying agent. Cleaning machines with a capacity of less than 2 gallons are exempt from the NESHAP.

Surface Coating Operations

6 NYCRR Part 228

The state rule which regulates surface coating at facilities with potentials to emit volatile organic compounds above applicable thresholds. This regulation addresses permitting, emission control requirements, record keeping, regulated products and handling, and storage and disposal

of volatile organic compounds. Facilities which do not meet the applicability thresholds established in 6 NYCRR Part 228, but are not exempt from it, are subject to 6 NYCRR Part 212. Facilities which use less than 25 gallons of paint and solvent per month are exempt from permitting requirements under 6 NYCRR Part 201 but may still be subject to either Part 228 or Part 212.

Refrigerant Reclamation

40 CFR Part 82 Subpart F

The federal regulation which addresses refrigerant recycling. This regulation requires that refrigerants be reclaimed before dismantling vehicles, refrigerants only be sold to certified dealers, and recovered refrigerants be properly labeled. This regulation does allow the use of the refrigerant in other cars owned by the dismantler. This regulation is based on Title VI of the 1990 Clean Air Act, Section 608.

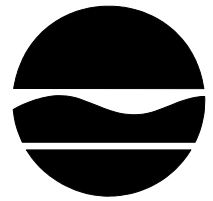
Visual Impacts

HL 4-89

The state highway law that requires that any junkyard or automobile recycling facility within 1000 feet of an interstate or primary highway shall be screened by natural objects, plantings, fences, or other appropriate means.

**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
AUTOMOTIVE RECYCLING FACILITY INSPECTION CHECKLIST**

FACILITY NAME		LOCATION (C/T/V)	COUNTY
NAME OF FACILITY REPRESENTATIVE		TITLE	TELEPHONE NUMBER
FACILITY ADDRESS			
CITY		STATE	ZIP CODE
FACILITY MAILING ADDRESS, if different			
CITY		STATE	ZIP CODE
DATE	TIME	WEATHER	
COMPLIANCE RATING CODES: S = Satisfactory M = Marginal U = Unsatisfactory N = Not Applicable			
Rating	Items	Comments	
A. WATER			
	1. SPDES NOITT filed (40 CFR 122-124, ECL 17-		
	2. SWPPP developed (SPDES General Permit GP-98-		
	3. SWPPP implemented (SPDES General Permit GP-		
	4. Floor drains (ECL 17-0701, 17-0803)		
	5. Other _____		
B. SOLID & HAZARDOUS MATERIALS			
	1. Annual fluids reporting (Part 360-12.1(c))		
	2. Waste tires (Part 360-13.1(b))		
	3. Used oil (Part 360-14, 374-2)		
	4. Waste batteries (Part 364, 374-1.7)		
	5. Antifreeze (Part 360, 596.2)		
	6. Prohibited Disposal of Solid Waste (Part 360-1.5(a))		
	7. Other _____		
C. SPILL PREVENTION & RESPONSE			
	1. Petroleum spills (NL 12-173, Part 613.8)		
	2. Spills reporting (NL 12-175, Part 613.8)		
	3. Petroleum bulk storage registration (Part 612.2,		
	4. Other _____		
D. AIR RESOURCES			
	1. Open burning (Part 215)		
	2. Waste oil furnaces (Part 225, 360-14, 374-2)		
	3. Refrigerant recycling (40 CFR Part 82)		
	4. Other _____		
Facility Overall Rating:		DMV Identification Number: (if applicable)	
Name of Inspection Leader		Title	Signature
Names of Other Inspectors			



NOTICE OF INTENT, TRANSFER OR TERMINATION FOR STORM WATER DISCHARGES
ASSOCIATED WITH INDUSTRIAL OR CONSTRUCTION
ACTIVITY UNDER THE SPDES GENERAL PERMIT

Section I. Reason for Submittal - Check either A or B or C:

- A. This is a new (original) or renewal submittal. Complete the rest of the form. (Items marked with an asterisk (*) must be completed.)

-or-

- B. There has been a change in information since the earlier submittal. Indicate changes in appropriate sections. If known, enter your permit identification number below.

-or-

- C. Want to terminate general stormwater permit coverage. Complete the following sections, as appropriate, including Section V. If known, enter your permit identification number below.

Permit Identification Number: NYR _____

Section II. Owner/Operator Information

*Name: _____

*Street: _____

Additional Address (if any): _____

*City, State and Zip Code: _____

Section III. Contact Person

First Name: _____ Last Name: _____

Telephone #: _____ E-mail: _____

Section IV. Site Information

*Name: _____

*Street: _____

(See note on second page)

Additional Address (if any): _____

*City, State and Zip Code: _____

*County: _____ Region: _____

(For DEC use only)

NOTE: If the activity lacks a street address, provide the latitude and longitude of the approximate center of the site and/or the nearest intersection of roadways:

Longitude: 7__° __' __"W Latitude: 4__° __' __"N

Nearest Intersection: _____

A. Name of municipal storm sewer system (if any): _____

B. Name of nearest waterway: _____

C. If there are other State Pollutant Discharge Elimination System ("SPDES") permit(s) for this facility, indicate number(s):

NY _____ NY _____ NY _____

*D. Enter the primary Standard Industrial Classification ("SIC") code for the facility or check one of the following activity descriptions:

- SIC code: _____
- Hazardous waste treatment, storage or disposal facility, including those that are operating under interim status or a permit under subtitle C of RCRA [40 CFR 122.26(b)(14)(iv)].
- Landfill, land application site, and open dump that receive or has received any industrial waste, including those that are subject to regulation under subtitle D of RCRA [40 CFR 122.26(b)(14)(v)].
- Steam electric power generating facility, including coal handling sites [40 CFR 122.26(b)(14)(vii)].
- Treatment works treatment domestic sewage or any other sewage sludge or wastewater treatment device or system, used in the storage, treatment, recycling, and reclamation of municipal or domestic sewage [40 CFR 122.26(b)(14)(ix)].
- Construction [40 CFR 122.26(b)(14)(x)]. Provide estimates for:

Start: _____ Completion: _____ Disturbed Acreage: _____
(mo/yr) (mo/yr)

Section V. Certification - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

*Printed Name: _____ *Date: _____

*Signature: _____ Title/Position: _____

There are attachment(s) with additional comments and/or explanations.

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
 DIVISION OF SOLID & HAZARDOUS MATERIALS
 ANNUAL REPORT FORM FOR WASTE FLUID DISPOSAL
01/03

Please read and follow all instruction on the back before completing this report form

Please Type or Print Clearly

1. FACILITY NAME AND LOCATION		2. FACILITY OWNER'S NAME	
Street		Mailing Address	
City/Village		City/Town/Village	
Town	County	State	Zip
Telephone Number ()	DEC Region	Telephone Number ()	
3. FACILITY OPERATOR'S NAME (if different)		4. FACILITY TYPE <input type="checkbox"/> Auto Dismantler <input type="checkbox"/> Automobile Junkyard <input type="checkbox"/> Scrap Metal Processor <input type="checkbox"/> Metal Salvage Facility <input type="checkbox"/> Sludge Metal Recovery	
Mailing Address			
City/Town/Village			
State	Zip		
Telephone Number ()			
5. FLUIDS		Fluid Volume (Gallons)	
		* Disposed	Recycled/Reused
Refrigerant			
Crankcase Oil			
Transmission Fluid			
Engine Coolant/Antifreeze			
Gasoline			
Diesel Fuel			
Brake Fluid			
Power Steering Fluid			
Mercury			
Hydraulic Fluid			
Other (describe)			
NOTE: Attach and use additional 8½" X 11" sheet, if more room is needed for names and address of "major recipients" of waste fluids * Indicate permitted facility or permitted transporter accepting waste fluids.			
6. TOTAL SOLID WASTE HANDLED DURING REPORT PERIOD (in tons)			
a. Received _____		c. Transferred _____	
b. Disposed _____		d. Stored on site _____	
7. CERTIFICATION: I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits was prepared by me or under my supervision and direction and is true to the best of my knowledge and belief, and that I have the authority as _____ (title) of _____ (entity) to sign this report form pursuant to 6NYCRR Part 360. I am aware that any false statement made herein is punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.			
Printed/Typed Name		Signature	
		Mo	Day
		Year	

Instructions for Completion of an
ANNUAL REPORT FORM FOR WASTE FLUID DISPOSAL

GENERAL:

This report form is prescribed by the New York State Department of Environmental Conservation (Department) for solid waste management facilities pursuant to the requirements of 6 NYCRR Part 360. Make every effort to enter the information requested in the spaces provided on this form, but attach additional sheets where space prohibits full and complete answers. For the purposes of this form, the term "facility" shall mean "solid waste management facility."

The owner or operator must sign this report form and must submit the completed form to the Regional Solid Waste Engineer for the Department region in which the facility is located. This form must be submitted within 60 days after the last calendar year for which the report is prepared.

Item Number

- a. Enter the name and address of the facility.
- b. Identify the entity or person who owns the facility.
- c. Identify the entity or person responsible for the overall management and operation of the facility.
- d. Check all the appropriate boxes that describe the facility that is the subject of this report form.
- e. Complete the Waste Fluid Table and account for all waste fluids managed at the facility during the report period.
- f. Summarize the total amount of solid waste managed at the facility during the report period.
- g. The certification block must be completed by the facility owner or operator.
- h. The report form must be signed in the certification block and submitted to the appropriate Regional Solid & Hazardous Materials Engineer and the Bureau of Waste Reduction & Recycling in Albany, New York.

REGIONAL SOLID & HAZARDOUS MATERIALS ENGINEERS' ADDRESSES

Regional Solid & Hazardous Materials Engineer NYSDEC - Region 1 SUNY Campus Loop Road, Building 40 Stony Brook, NY 11790-2356 (631) 444-0375	Regional Solid & Hazardous Materials Engineer NYSDEC - Region 2 1 Hunters Point Plaza 47-40 21 st Street Long Island City, NY 11101-5407 (718) 482-4996	Regional Solid & Hazardous Materials Engineer NYSDEC - Region 3 21 South Putt Corners Road New Paltz, NY 12561-1695 (845) 256-3137
Regional Solid & Hazardous Materials Engineer NYSDEC - Region 4 1150 North Westcott Road Schenectady, NY 12306-2014 (518) 357-2346	Regional Solid & Hazardous Materials Engineer NYSDEC - Region 5 Route 86 - P.O. Box 296 Ray Brook, NY 12977-0296 (518) 897-1241	Regional Solid & Hazardous Materials Engineer NYSDEC - Region 6 State Office Building 317 Washington Street Watertown, NY 13601-3787 (315) 785-2513
Regional Solid & Hazardous Materials Engineer NYSDEC - Region 7 615 Erie Blvd. West Syracuse, NY 13204-2400 (315) 426-7419	Regional Solid & Hazardous Materials Engineer NYSDEC - Region 8 6274 East Avon-Lima Road Avon, NY 14414-9519 (716) 226-2466	Regional Solid & Hazardous Materials Engineer NYSDEC - Region 9 270 Michigan Avenue Buffalo, NY 14203-2999 (716) 851-7220

CENTRAL OFFICE

ADDRESS

New York State Department of Environmental Conservation Division of Solid & Hazardous Materials Bureau of Waste Reduction & Recycling 625 Broadway Albany, NY 12233-7253 (518) 402-8704
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RESOURCE GUIDE

The following organizations provide technical assistance, publish information, conduct or speak at workshops and conferences, and provide telephone, written and on-site information and assistance to generators on pollution prevention and better management of air, water, solid and hazardous waste issues.

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

625 Broadway, Albany, NY 12233

Division of Solid & Hazardous Materials

Bureau of Hazardous Waste Management

(518) 402-8633

This bureau is responsible for making hazardous waste determinations.

Pollution Prevention Unit

Small Quantity Generator Hotline

(800) 462-6553

This technical assistance unit offers workshops/training, publications, information clearinghouse, pollution prevention conferences, toxic release inventory, and expositions.

Division of Air Resources

Bureau of Stationary Sources

(518) 402-8403

This bureau is responsible for source review, permitting, MACT, NESHAP implementation, and air toxics assessments.

Division of Water

Bureau of Water Permits

(518) 402-8110

Responsible for managing the State Pollutant Discharge Elimination System (SPDES) permits, the SPDES program for storm water discharges, the water resources programs, and the municipal water supply permits.

Division of Solid & Hazardous Materials

Bureau of Waste Reduction & Recycling

(518) 402-8678

This bureau is responsible for reviewing the waste tire program, the beneficial use program, the composting program, issuing permits to waste haulers that transport solid and hazardous, industrial/commercial, sewage and septic waste, and other solid waste recycling and waste reduction issues.

Division of Environmental Remediation

Bureau of Spill Prevention and Response

Bulk Storage Section

(518) 402-9549

You may obtain technical assistance on chemical and petroleum aboveground and underground storage tanks from the Bulk Storage Section.

New York State Spill Hotline

(800) 457-7362

To report spills of oil petroleum products or hazardous materials on land or water in New York State. Companies are legally required to report a spill within 24 hours. Also, the National Response Center should be notified.

NYSDEC Regional Offices

For additional information on topics covered in this manual, ask for the Multi-media Pollution Prevention Coordinator in your regional office.

REGION 1

Nassau & Suffolk Counties
Building 40 SUNY at Stony Brook
Stony Brook, NY 11790
(631) 444-0354

REGION 2

Bronx, Kings, New York, Queens and Richmond
Counties
1 Hunters Point Plaza, 47-40, 21st Street
Long Island City, NY 11101-5407
(718) 482-4900

REGION 3

Dutchess, Orange, Putnam, Rockland, Sullivan,
Ulster & Westchester Counties
21 South Putt Corners Road
New Paltz, NY 12561-1696
(845) 256-3000

REGION 4

Albany, Columbia, Delaware, Greene,
Montgomery, Otsego, Rensselaer, Schenectady &
Schoharie Counties
1150 North Westcott Road
Schenectady, NY 12306-2014
(518) 357-2234

REGION 5

Clinton, Essex, Franklin, Fulton, Hamilton,
Saratoga, Warren & Washington Counties
Route 86, PO Box 296
Ray Brook, NY 12977-0296
(518) 897-1200

REGION 6

Herkimer, Jefferson, Lewis, Oneida & St. Lawrence
Counties
317 Washington Street
Watertown, NY 13601
(315) 785-2239

REGION 7

Broome, Cayuga, Chenango, Cortland, Madison,
Onondaga, Oswego, Tioga & Tompkins Counties
615 Erie Boulevard West
Syracuse, NY 13204-2400
(315) 426-7400

REGION 8

Chemung, Genesee, Livingston, Monroe, Ontario,
Orleans, Schuyler, Seneca, Steuben, Wayne &
Yates Counties
6274 East Avon-Lima Road
Avon, NY 14414-9519
(585) 226-2466

REGION 9

Allegany, Cattaraugus, Chautauqua, Erie, Niagara
& Wyoming Counties
270 Michigan Avenue
Buffalo, NY 14203-2999
(716) 851-7000

Resource Publications

Environmental Compliance and Pollution Prevention Guide for Small Quantity Generators

A summary of regulations, for air, water and hazardous waste.

New York State Department of Environmental Conservation, Pollution Prevention Unit. March 1998, 41 pp.

To obtain a copy, contact the NYSDEC Pollution Prevention Unit at 1 (800) 462-6553 or visit the web site at www.dec.state.ny.us/website/ppu/

Environmental Self-Audit for Small Businesses

A quick and easy guide to environmental compliance.

New York State Department of Environmental Conservation, Pollution Prevention Unit and Empire State Development, Division for Small Business. March 1998, 44 pp.

To obtain a copy, contact the NYSDEC Pollution Prevention Unit at 1 (800) 462-6553 or visit the web site at www.dec.state.ny.us/website/ppu/

Auto Recyclers Guide to a Cleaner Environment - Best Management Practices

Monroe County Small Business Pollution Prevention Task Group and New York State Department of Environmental Conservation. April 2001, 36 pp. with appendices.

To obtain a copy, visit the NYSDEC web site at www.dec.state.ny.us/website/reg8/press/autorec/autorec.html

Florida Automotive Recyclers' Handbook - Reducing and Managing Wastes

Florida Department of Environmental Protection, Hazardous Waste Compliance Assistance Program and Florida Center for Solid and Hazardous Waste Management. November 1999, 53 pp.

To obtain a copy, visit the autorecyclers section of the DEC web site at

www.dec.state.ny.us/website/ppu/

Storm Water Guidance Manual

The manual provides detailed instructions on how to create a Storm Water Pollution Prevention Plan and includes forms and checklists to facilitate compliance.

To obtain a copy, contact the Automotive Recyclers Association (ARA) by calling (703) 385-1001 or visit the "marketplace" section of their web site at www.autorecyc.org

US Environmental Protection Agency

Small Business Ombudsman Hotline

1200 Pennsylvania Ave. SW
Washington, DC 20460-0001
General # 202-260-1211
Phone: (800) 368-5888
Fax: (202) 401-2302

Helps private citizens, small businesses, and smaller communities with questions on all program aspects with EPA.

RCRA/Superfund/EPCRA Hotline

1200 Pennsylvania Avenue, SW
Areal Rios Blvd
Washington, D.C. 20460
(800) 424-9346
(703) 412-9810

Answer questions on matters related to solid waste, hazardous waste, or underground storage tanks. Also, can be used to order EPA publications.

EPA Region II Office

Compliance Assistance & Support Branch
290 Broadway, 21st Floor
New York, NY 10007-1866
(212) 637-4000

Provides compliance and pollution prevention assistance to EPA Region 2 area businesses.

EPA Region II Office

Division of Enforcement and Compliance
Assistance - RCRA Compliance Branch
290 Broadway, 22nd Floor
New York, NY 10007-1866
Phone: (212) 637-4145
Fax: (212) 637-4949

In addition to conducting RCRA inspections on small businesses, this office provides technical assistance on RCRA related issues.

EPA Headquarters

Office of Compliance (2224A)
Aerial Rios Building
1200 Pennsylvania Avenue, NW
Washington, DC 20004
Phone: (202) 260-2090
Fax: (202) 260-0279

Regulatory, technical, compliance and pollution prevention assistance.

Department of Transportation Hotline

Office of Hazardous Materials Standards
Research & Special Programs Administration
400 7th Street, SW
Washington, DC 20590-0001
Phone: (202) 366-4488
Fax: (202) 366-3012

Technical assistance on matters related to DOT's hazardous materials transportation regulations.

Pollution Protection Information Clearinghouse (PPIC)

PPIC-EPA
401 M Street, SW
Washington, DC 20460
Phone: (202) 260-1023
Fax: (202) 260-4659

E-mail: ppic@epamail.epa.gov
Provides a library and an electronic bulletin board dedicated to information on pollution prevention.

National Response Center

(800) 424-8802
In Washington, D.C.

To report oil and chemical spills to the Federal Government. This hotline is manned by the U.S. Coast Guard.

New York State Permitted Household Hazardous Waste Facilities

If you are a Conditionally Exempt Small Quantity Generator and located in one of the following counties, you can call the number listed to make arrangements to bring your hazardous waste for disposal. Appointments are usually required. Some counties are opening their facilities to neighboring counties. If your shop is not located in any of these counties, you may want to call the closest household hazardous waste collection facility for more details.

Broome County

Division of Solid Waste Management
P.O. Box 1766
Government Plaza
Binghamton, NY 13902
(607) 778-2932

Oneida-Herkimer Solid Waste Management Authority

1600 Genesee Street
Suite 401
Utica, NY 13502
(315) 733-1224

Monroe County

350 East Henrietta Road
Rochester, NY 14620
(716) 760-7517

Rockland County

50 Sanitorium Road
Building D
Pomona, NY 10970
(845) 364-2572

Ulster County Resource Recovery Agency

P.O. Box 6219
Kingston, NY 12402
(845) 336-0600