



# LIQUID WASTE PERMIT: TRANSPORTER AGREEMENT

CHAPTER 38: WATER, SEWERS & SEWAGE DISPOSAL

ARTICLE VII: LIQUID WASTE

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# Table of Contents

<b>GENERAL</b> .....	2
<b>1.1 Permit Required</b> .....	2
<b>1.2 A Permit is Not a Franchise</b> .....	2
<b>1.3 Historical Document Submission Required</b> .....	2
<b>REQUIREMENTS</b> .....	3
<b>2.1 Insurance Requirements</b> .....	3
<b>2.2 Permit Investigation Period</b> .....	4
<b>2.3 Permit Term and Renewal</b> .....	4
<b>2.4 Permits are Not Transferable</b> .....	5
<b>2.5 Truck and Container Decals Are Not Transferrable</b> .....	5
<b>RECORDS AND FEES</b> .....	5
<b>3.1 Records Required to be Maintained and Submitted</b> .....	5
<b>3.2 Permit Fees</b> .....	6
<b>APPLICANT BUSINESS INFORMATION</b> .....	7
<b>4.1 Permit Application, Agreement and Signatures Required</b> .....	7

## GENERAL

### 1.1 Permit Required

A Liquid Waste Transporter Permit is required for all persons, entities, or businesses engaged in the collection and transportation of applicable ordinance materials to any collection facility, disposal facility, recycling facility, processing facility, or any other facility within or outside of the City of Temple, Texas, which the City of Temple does not collect and transport, for all situations where materials are initially located within the city limits of Temple, Texas.

Permits are issued by the City of Temple upon submission, processing, and approval of a completed Liquid Waste Transporter Permit 'Application', and a Liquid Waste Transporter Permit 'Agreement', together with all required accompanying information, and the payment in full of all applicable fees to the City of Temple, Texas.

No person, entity, or business within the City of Temple, Texas shall engage in the collection and transportation of these applicable materials without first receiving a non-exclusive 'Transport Truck Discharge (TTD) Permit' from the City of Temple. Permits are issued annually, generally during the last quarter of each calendar year, and are valid for the full upcoming calendar year, January 1<sup>st</sup> through December 31<sup>st</sup>. Permittees must reapply annually, during November and December, to be issued a valid permit each year.

The number of permits issued for each service category may be limited at the sole discretion of the City in order to manage such factors, including but not limited to, air quality, exhaust emissions, traffic concerns, and the impact that additional vehicles have on the City's streets and roads.

### 1.2 A Permit is Not a Franchise

Any permit authorized by Section 1.1 above, shall not be deemed to be a franchise; nor will it provide for or designate any exclusive area or class of service to be provided by applicants or licensees with an approved permit.

### 1.3 Historical Document Submission Required

Requirements to be submitted with the Liquid Waste Transporter Permit Application are listed below. Applicants are required to initial and provide all relevant information and initial each blank to indicate that information has been provided. At a minimum, complete submittals shall include the application, agreement, and applicable submittals required from the items listed below.

- (1)        The applicant agrees to provide a complete record of all convictions against the applicant and each and every business partner or director, for any violations of all laws, orders and ordinances, of a city, county, state or federal government, related to the environment which occurred within the past five (5) years. If no convictions exist, a separate and signed sworn statement stating such is not required.

- (2) [REDACTED] The applicant states that its collection and transportation service methods comply and will continue to comply with all federal, state, county and local environmental laws, ordinances and agreements, and collection and transportation standards. If initialed, the applicant agrees to comply with the environmental laws related to the applicant's collection and transportation of materials. The applicant shall provide any other information that may be relevant to the applicant's fitness to render such services required to provide the collection and transportation of liquid waste per the City of Temple 'Application' and 'Agreement', within the city limits of Temple.

## REQUIREMENTS

### 2.1 Insurance Requirements

As a condition of being granted a permit by the City of Temple, the applicant agrees to carry, at all times, the following types of insurance and the listed minimum amounts of insurance. Applicants must provide proof of the following minimum levels of insurance coverage with their submitted Agreement. Satisfactory proof may include either a current certificate of insurance or a copy of the applicable current policy of insurance. Please initial below next to all insurance coverages.

- (1) [REDACTED] General Liability insurance with combined single limits of not less than **\$1,000,000** shall be provided and maintained by the Applicant. The policy shall be written on an occurrence basis either in a single policy or in a combination of underlying and umbrella or excess policies.

If the Commercial General Liability form (ISO Form CG 0001 Current Edition) is used:

- a) Coverage A shall include premises, operations, products, and completed operations, independent contractors, contractual liability covering this contract and broad form property damage coverage.
- b) Coverage B shall include personal injury.
- c) Coverage C, medical payments, is not required.

If the Comprehensive General Liability form (ISO form GL0002 Current Edition and ISO Form GL 0404) is used, it shall include at least:

- a) Bodily injury and Property Damage Liability for premises, operations, products and completed operations, independent contractors and property damage resulting from explosion, collapse or underground (XCU) exposures.

- b) Broad form contractual liability (preferably by endorsement) covering this contract, personal injury liability and broad form property damage liability.
- (2)        Automobile Liability Insurance: Applicant shall provide Commercial Automobile Liability insurance with Combined Single Limits (CSL) of not less than **\$500,000** either in a single policy or in a combination of basic and umbrella or excess policies. This policy will include bodily injury and property damage liability arising out of the operation, maintenance and use of all automobiles and mobile equipment used in conjunction with this permit.
- (3)        Where the exposure exists, liability insurance coverage shall be provided, in an amount not less than \$1,000,000 for environmental damage and restoration as required under Sections 29 and 30 of the Motor Carrier Act of 1980 and the rules and regulations promulgated by the Federal Highway Administration (FHWA) and the Interstate Commerce Commission (ICC).

## 2.2 Permit Investigation Period

Following the receipt of a completed Application, an executed Agreement by the applicant, and all other required submittals, City of Temple staff shall have twenty (20) business days to make such investigation as is considered necessary to determine whether the applicant meets all applicable permit requirements.

Following a review of the permit application and completion of necessary investigations, the City may issue the permit; issue the permit with conditions; or deny the issuance of the permit. The City shall set forth in writing the reasons for placing conditions on, or denying issuance of the permit. The permit becomes effective upon acceptance and notification by the City, and after the full payment to the City of the applicable fees.

## 2.3 Permit Term and Renewal

All permits for collection and transportation services of liquid waste shall become valid on January 1<sup>st</sup> or the date of issuance, whichever is later, through the end of each calendar year. Permits are not automatically renewable. Permit holders must apply annually for a new permit as they are renewable annually for each succeeding calendar year.

Holders of issued permits must provide a written Application, Agreement and associated submittals for renewal of a permit within thirty (30) days prior to the permit expiration (the end of the calendar year), in order to avoid any lapse of permit status in the services they provide. The new Application, Agreement, and associated submittals shall replace the information provided in the prior year application. Permit applications for succeeding years shall be processed in the same manner as an initial application, and will require a complete investigation.

## 2.4 Permits are Not Transferable

Permits are not transferable. If the ownership of the entity or person is changed, the permit becomes void on the date of the change.

## 2.5 Truck and Container Decals Are Not Transferrable

City of Temple Liquid Waste Transporter permit decals, for either a truck or a container, are not transferrable. These permit decals are issued for a specific truck(s) or container(s) for an entire calendar year.

# RECORDS AND FEES

## 3.1 Records Required to be Maintained and Submitted


Permittees are required to maintain customer account records of all business conducted within the city limits of Temple. The permittee shall make the records listed below available to the City of Temple following six months of service in Temple, normally during January and July, and upon request. The permittee shall maintain the City of Temple business records at a single location. At a minimum the records shall include:

- (1) An inventory of all available vehicles for potential utilization within the city limits of Temple;
- (2) A complete listing of all customers within the City of Temple, including business names, addresses, and telephone numbers;
- (3) Identification, quantities and locations of all collection containers located within the City of Temple;
- (4) Volumes (gallons, cubic yards, etc.) or weight (pounds, tons, etc.) of the waste and/or recyclables materials collected within the City's service area; and
- (5) Other relevant customer information as requested by the City.

All Liquid Waste Transporters that transport grease interceptor waste, grit trap waste, and oil/water separator waste are subject to Chapter 38, Article VII of the City of Temple's Code of Ordinances. This Article requires that manifests shall be obtained from the City of Temple and completed manifests for services performed within the City of Temple must be submitted to the City of Temple, Environmental Programs Office. Manifests for services must be returned to the City of Temple Environmental Programs Office within fifteen days after the waste is received at the disposal or processing facility. Manifests should be addressed to:

City of Temple Environmental Programs  
ATTN: Manifests  
3210 E. Avenue H, Bldg A #117  
Temple, TX 76501

Manifests may also be submitted electronically to [FightFOG@templetx.gov](mailto:FightFOG@templetx.gov); however, they must be completely filled out and legible.

 The permittee agrees to maintain records of the above listed items, which shall be made available for review by the City a minimum of twice per year, normally January and July and at other times upon request.

### 3.2 Permit Fees

Permittees will submit payment for permit application fees and purchased manifests books to:

City of Temple, City Secretary Office  
2 N. Main Street  
Temple, TX 76501

The permit fee is \$100.00 per transporting vehicle, per calendar year. Manifest books are \$15.00 each.

These fees fund administrative, monitoring and technical issues related to the regulation of waste, recyclables and transportation activities.

Permit decals shall be placed on all of the permittee's vehicles, trucks, and exterior containers used by the permittee to provide services within the City of Temple prior to the permittee commencing any operations within the City's service area. Permit decals are provided to the permittee following permit approval by the City.

All fees are non-refundable, and are applicable only for the calendar year for which they are paid.

Permittees choosing not to apply for and make payment for a permit by December 31<sup>st</sup> for the upcoming calendar year beginning January 1<sup>st</sup> will be assessed an additional \$100 fee upon permitting, or may not be granted a permit by the City of Temple.

## APPLICANT BUSINESS INFORMATION

### 4.1 Permit Application, Agreement and Signatures Required

In order for the City's Transport Truck Discharge (TTD) Permit process to be completed, the applicant must provide signed copies of the permit Application and Agreement, initialed as required, and provide all other required submittals and contact information.

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Business Representative Printed Name

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Business Representative Signature

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Business Representative Position Title

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Date

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Business Name

---

Business Telephone Number

---

Business Mailing Address

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Business Physical Address

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Business Email Address