

FREQUENTLY ASKED QUESTIONS (FAQs) ON THE APPROVAL AND OPERATION OF A TEMPORARY DEBRIS MANAGEMENT AREA

General Questions

1. What is a Temporary Debris Management Area or TDMA?

A TDMA is a site used to temporarily store debris which has been collected from the right of way after an emergency event, such as a flood, hurricane, Nor'easter, or terrorist attack. Use of a TDMA facilitates clearing of roads by providing an area where collected debris can be consolidated, sorted and processed prior to transportation to a solid or recycling waste facility. TDMA's may only be operated with an approval from the Department during a declared state of emergency.

2. What debris may be stored at a TDMA?

Debris generated after an emergency event that may be stored at a TDMA includes:

vegetative waste (e.g., tree limbs, shrubs, etc.);

municipal waste (putrescible and non-putrescible);

construction and demolition (C&D) debris (e.g., wallboard, plywood, etc.);

household hazardous waste (HHW) (e.g., oil, paint, etc.);

white goods (e.g., refrigerators, washers, dryers, etc.); and,

electronic waste (e-waste) (e.g., TVs, computers, etc.).

3. Why is a TDMA approval required?

The storage of solid waste is a regulated activity in New Jersey. Any site where solid waste is stored (other than the point of generation) is regulated as a solid waste facility, unless the activity is specifically exempted from the Solid Waste Rules. There are no exemptions from the regulations for the storage of debris. However, during a declared state of emergency the Department may allow the waiver of certain Solid Waste Rules. In those instances, a TDMA may operate without being regulated as a solid waste facility, provided an approval from the Department is obtained.

4. Who can apply for a TDMA approval?

Only government entities (state, county, municipal) may apply for and receive an approval to operate a TDMA.

5. Why can't private businesses obtain a TDMA approval?

The purpose of a TDMA is to aid a government entity's quick response to an emergent crisis within the community and is not intended as a profit making enterprise. Therefore, the Department will not allow private businesses to establish TDMA's. However, private entities may be hired by a government entity to manage or operate an approved TDMA.

6. Is there a fee (annual, monitoring, application fee, etc.) related to obtaining a TDMA approval?

The Department does not charge fees for TDMA approvals or inspections.

7. Once I have a pre-approval can I use the TDMA whenever I need to?

No, use of a TDMA can only occur when both an Executive Order has been signed by the Governor declaring a state of emergency in the county in which the TDMA is located AND an Administrative Order has been signed by the Department's Commissioner allowing the relaxation of certain Solid Waste Rules. Without these documents, use of a TDMA constitutes an illegal solid waste disposal facility under the Solid Waste Rules and subjects the county or municipality to appropriate enforcement action.

8. What if the Governor doesn't sign a state of emergency?

If there is a need for the use of a TDMA when a state of emergency has not been declared, the Department may use its Enforcement Discretion to allow the use of pre-approved TDMA's for localized debris events, such as a tornado, isolated storm, or building collapse. However, this will be decided on a case by case basis depending on the scope of the debris generating event. Municipalities wishing to activate their pre-approved TDMA outside of a Governor declared state of emergency must request and receive written approval from the Department prior to commencement of storage activities at its TDMA. Requests should be submitted to the Department via an e-mail to solidwasteemergencies@dep.nj.gov, a fax to (609) 984-0565, or by a phone call to (609) 633-1418.

9. How do I activate my TDMA?

Upon signature of the above mentioned Executive Order and Administrative Order, municipalities located within an area covered by the Executive Order with pre-approved TDMA's may activate their TDMA pre-approval by notifying the Department via an e-mail to solidwasteemergencies@dep.nj.gov, a fax to (609) 984-0565, or by a phone call to (609) 633-1418. Since time is of the essence during an emergency event, there is no need to wait for acknowledgement of your notification from the Department prior to using a pre-approved TDMA. The Department will follow-up in a timely manner with each municipality that provides a notification.

10. How do I obtain a pre-approval for a TDMA?

Municipalities may request a TDMA pre-approval by submitting the “Temporary Debris Management Area (TDMA) Pre-approval Request Form” along with all required documentation attached. The completed form should be e-mailed to solidwasteemergencies@dep.nj.gov. The “Temporary Debris Management Area (TDMA) Pre-Approval Request Form” is available in Appendix 6 of this Tool Kit.

11. How long can I operate a pre-approved TDMA?

Pre-approved TDMA's may be operated initially for a period of 7 days for putrescible waste debris and 60 days for other types of debris. The Department may approve operation extensions beyond the initial time periods depending on the scope of the debris generating event.

12. My TDMA approval has expired. Can I get an extension?

Extensions should be requested at least 3 days prior to the expiration date of an approval for putrescible waste debris and at least 14 days prior to the expiration date of an approval for all other types of debris. Requests for extensions should be submitted via an e-mail to solidwasteemergencies@dep.nj.gov and must provide information on why the extension is required and indicate the amount of additional time requested. A written response to the extension request will be issued by the Department.

Siting a TDMA

13. How do I determine how large of a TDMA I need?

It is difficult to determine the size and capacity of a TDMA prior to an emergency event, since it's primarily dependent on the scope of the event. However, the Department has developed guidance to assist municipalities in making a determination for pre-planning purposes. The guidance is in Appendix 3 of this Tool Kit.

14. What if there are no suitable sites in my municipality for a TDMA?

Municipalities are encouraged to work with counties to set up regional TDMA's for the use of multiple municipalities. In addition, municipalities can set up regional TDMA's through shared service agreements with neighboring municipalities. Regional TDMA's can reduce costs associated with debris management. Municipalities that set up a regional TDMA through a shared service agreement do not have to be adjacent to one another.

Operating a TDMA

15. What if I need to take in more debris than my TDMA approval allows?

Increases in the approved capacity of a TDMA may be requested by submitting a request via e-mail to solidwasteemergencies@dep.nj.gov. The Department will evaluate the location of and

capacity of the site and the need for the expansion prior to approving any increases in capacity. The request must include an endorsement by the local fire official. A TDMA may not implement an increase in capacity until receiving written approval from the Department.

16. What methods of processing are allowed at a TDMA?

Vegetative debris may be ground or shredded for size reduction at TDMA's provided all processing equipment has a valid Air Pollution Control Permit and the municipality or county has a dust management plan containing measures that would be implemented if dust is generated during processing. Vegetative debris may not be burned, except in a permitted solid waste resource recovery facility. Open burning of vegetative debris is prohibited in New Jersey.

Non-vegetative debris may not be ground for size reduction. Removal and separation of white goods, e-waste, and HHW is recommended. Removal and separation of other waste types must be approved by the Department on a case-by-case basis.

17. Are “first grind” wood chips classified as unprocessed or processed material?

Vegetative debris can be processed by different types of equipment, each producing different types of end product. Units that merely shred the vegetative debris produce shredded wood that is generally too large to be used as a product. This is called a “first grind.” In order to produce useable mulch the material must be ground a second time. “First grind” wood material is considered processed material if it is removed from the TDMA without additional processing. If the material is expected to be ground a second time, then the “first grind” chips are merely in an intermediate processing state and therefore are considered to be unprocessed material.

18. Can we contract with a private contractor to run our TDMA?

A private contractor may be engaged to operate a TDMA, rather than the government entity using its own employees. The contractor can be limited to processing vegetative debris or may run the entire TDMA, including collection, storage, and disposal. If a contractor will be used to process vegetative debris, a copy of the contractor’s air permit needs to be requested. Contractors must operate the TDMA in compliance with any Department approvals, rules and guidelines, as well as contract requirements. However, the TDMA approvals are issued to government entities only, and therefore the government entity is ultimately responsible for ensuring the site is operated in compliance with Department approvals, rules and guidelines.

19. What are valid end-markets for debris stored in a TDMA?

Waste Type	End-Market
C&D and Bulky Waste	<ul style="list-style-type: none"> • NJ permitted solid waste facility (landfill or transfer station/material recovery facility) • Out of state solid waste facility that is operating under an approval issued by that state’s regulating entity.

Household Hazardous Waste	<ul style="list-style-type: none"> • County-run household hazardous waste collection, • Permitted hazardous waste facility • Out of state facility operating under an approval issued by that state's regulating entity.
White Goods	<ul style="list-style-type: none"> • Scrap processing facility as defined at N.J.S.A. 13:1E-99.12.
Unprocessed Brush and Tree Parts	<ul style="list-style-type: none"> • Approved Class B Recycling Center • Out of state recycling center operating under an approval issued by that state's regulating entity.
Wood Chips*	<ul style="list-style-type: none"> • End uses where the chips are used as a product such as placement on park trails or as mulch.*

*For additional wood chip end uses see Enforcement Alert 2012-21, "Wood Chip Management Guidance" available at www.nj.gov/dep/enforcement/advisories/2012-21.pdf.

20. Are markers and/or signage required at a TDMA?

Yes, maximum stockpile dimensions should be clearly marked to ensure operators are aware of the maximum amount of debris that may be stockpiled at the location. In addition, while not required, directional signage is recommended to ensure truck drivers are aware of where to go on-site. This is especially important when utilizing outside contractors for debris removal rather than municipal or county personnel.

Reporting

21. What do I do when the TDMA operations are completed?

A TDMA is considered "closed" when all material has been removed from the site (including processed wood chips). A close-out form must be completed and sent to the Department via e-mail to solidwasteemergencies@dep.nj.gov or faxed to (609) 984-0565. Upon closure, the TDMA site must be restored to its original conditions. While the Department does not have regulations regarding closing and restoring a TDMA, FEMA has guidance on how to properly close a TDMA in their "Public Assistance Debris Management Guide" available on-line at www.fema.gov/pdf/government/grant/pa/demagde.pdf.

Filling out the TDMA Pre-Approval Request Form

22. How do I calculate the volume of stockpiles?

Volume is calculated by multiplying the length of the stockpile in feet by the width in feet and the height in feet and then dividing by 27 to convert cubic feet into cubic yards. This result is multiplied by 0.50 (or divided in half) to account for the side slopes of the stockpile.

23. What do the different types of debris mean?

Construction & Demolition (C&D) Debris – Waste building material and rubble resulting from an emergency debris generating event. The following materials may be found in construction and demolition debris: treated and untreated wood scrap; concrete, asphalt, bricks, blocks and other masonry; plaster and wallboard; roofing materials; corrugated cardboard and miscellaneous paper; ferrous and non-ferrous metal; non-asbestos building insulation; plastic scrap; dirt; carpets and padding; glass (window and door); and other miscellaneous materials.

Bulky Solid Waste Debris – Large items of solid waste which because of their size or weight cannot be handled by the traditional municipal waste process. Bulky solid waste debris includes, but is not limited to, appliances, furniture (couches, chairs, tables, bookshelves, etc.), and other large household goods.

Household Hazardous Waste (HHW) – Household items that contain hazardous chemicals such as automobile fluids (used waste oil, antifreeze, etc.), batteries, oil-based paints and stains, cleansers, photo chemicals, lawn-care chemicals, unidentified liquids, household cleaners, and pesticides. Latex paint is not household hazardous waste.

Putrescible Solid Waste – Household garbage, such as kitchen waste, that is subject to odors and may attract insects, rodents, or other vermin.

E-waste – A desktop or personal computer, computer monitor, portable computer, or television sold to a consumer.

Vegetative Debris – Source separated whole trees, tree trunks, tree parts, tree stumps, brush, and leaves (provided they are not composted).

24. Does the site plan have to be prepared by a professional engineer (PE)?

The required site plan does not have to be prepared by a professional engineer. The site plan could be a site plan that was prepared by a PE but has been marked up to show where the TDMA and the stockpiles will be located or can simply be a print-out of an enlarged tax map clearly showing the site with the required information marked on the map.

25. What needs to be on the site plan?

The site plan must show the unprocessed and processed stockpile locations, dimensions of the stockpiles (length, width, and height in feet), stormwater controls that will be implemented, site access and egress, traffic flow within the site, and security measures that will be implemented at the site (gate, fencing, etc.). In addition, photographs showing the existing conditions of the site must be provided.

26. Are there additional approvals required?

Yes, approvals from the County Office of Emergency Management and the Local Fire Official are required and must be submitted with the TDMA Pre-Approval Request Form. Additional approvals from the Pineland's Commission, Highlands Council, the Department's State Historic Preservation Office, Stormwater Program, Endangered Species Program, and/or Freshwater Wetlands Program, may also be required. However the Department will coordinate obtaining these approvals on behalf of the municipality. The municipality may need to supply additional information in order for the Department to obtain these additional approvals.

27. My municipality does not have a local fire official. Who do I get approval from?

If a municipality does not have a local fire official then approval must be obtained from either the County Fire Official or the State Fire Marshal within the Division of Fire Safety in the Department of Community Affairs (609-633-6106).

28. Who can sign the TDMA Pre-Approval Request Form?

For municipalities, the form and certification may only be signed by either the mayor, public works supervisor, or the local OEM.

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