

PPC Part C Application Form for a Permit (Dry Cleaners)



Local Air Pollution Prevention and Control The Environment (Northern Ireland) Order 2002 The Pollution Prevention and Control (Industrial Emissions) Regulations (Northern Ireland) 2013

Introduction

When to use this form

Use this form if you are applying for a permit to a district council to operate a dry cleaning installation as defined in Section 7 of Schedule 1 to the PPC Regulations.

The appropriate fee must be enclosed with the application to enable it to be processed further. When complete, send the form and the fee and any additional information to:

*Environmental Health Service
Derry City and Strabane District Council
47 Derry Road
Strabane
Co Tyrone
BT82 8DY*

Tel: 028 7138 1311

Email: environmentandneighbourhoods@derrystrabane.com

If you need help and advice

We have made the application form as straightforward as possible, but please get in touch with us if you need any advice on how to set out the information we need.

For District Council Use:

Application reference	Officer reference	Date received

A The basics

A1 Name and address of the proposed dry cleaning installation

.....
.....
.....
.....

PostcodeTelephone.....

A2 Ordnance survey national grid reference (8 characters)

(for example, SJ 123 456...there are a number of internet mapping sites which will convert a postcode to a grid reference)

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A3 Details of any existing environmental permit or consent held by the applicant

(for waste operations, include planning permission for the site, plus established use certificates, a certificate of lawful use, or evidence why the General Permitted Development Order applies)

.....
.....
.....

A4 Do you have an existing permit for a dry cleaning installation

Yes No

A5 The Applicant - Please provide the full name of the company or corporate body or the name of the sole trader or the names of the partners

Name:

.....

Trading name (if different):

.....

Registered Office address:

.....
.....
.....

Principal office address, if different:

.....
.....
.....

A6 Any holding company?

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006? If "yes" please fill in details of the ultimate holding company.

- Yes No

Name:

.....

Trading name, if different:

.....

Registered office address:

.....
.....

Principial office address, if different:

.....
.....

Company registration number:.....

B The Installation

B1 A plan of the premises must be attached showing the location of:

- (a) where the dry cleaning machine(s) will be installed
- (b) where the dry cleaning solvents will be stored
- (c) where the dry cleaning residue will be stored
- (d) any drains within the installation and in the immediate area of the installation which may be affected as a result of any potential release of solvent and solvent residue.

B2 A description of the location and methods of storage of; (a) dry cleaning solvents and (b) dry cleaning residue, must be supplied.

B3 Make, model name/number, serial number, load capacity, date of installation and type of dry cleaning solvent used, plus method of removal of residue from the machine.

Make	Model	Serial number	Load capacity	Date installed	Dry cleaning solvent

B4 Provide details, including a schedule, of checking and maintenance procedures for each machine. This should include the machine manufacturers' recommended operating procedures, checking and maintenance requirements and any other additional procedures undertaken by the operator. This should be submitted in a form of a list of the activities carried out and their frequencies. (For additional guidance see Section 3, paragraph 3.15 of NIPG6/46(11)).

B5 Provide details of any other activities carried out within the dry cleaning installation which involve the use of organic solvents in particular spot clean solutions, water-proofing solutions and any other solvents or solvent borne preparations.

B6 Provide details on the training and relevant qualifications regarding operating and maintaining the dry cleaning machine in accordance with this guidance.

B7 Specify how the product will be weighed and recorded weekly and annually, including details of the scales to be used.

B8 Provide details how the mass or volume of solvent used will be determined and recorded weekly and annually (due to the low use, spot cleaning solvents need only to be determined annually).

C Fees and Charges

C1 Your application cannot be processed unless the application fee is correct and enclosed. (Please refer to the relevant Charging Scheme)

Please state the amount enclosed as an application fee for this installation.

£.....

Cheques should be made payable to:

Derry City and Strabane District Council

Alternatively you may make payment directly by telephone (Tel: 7137 6627) or via online banking to Danske BAC 40026018, sort code 95-07-97 with the name of your installation as a reference.

Please indicate if you have made payment directly by entering the date and reference on your payment:_____

We will confirm receipt of this fee when we write to you acknowledging your application.

Please give any company purchase order number or other reference you wish to be used in relation to this fee.

C2 Annual charges

If we grant you a permit, you will be required to pay an annual subsistence charge. If you don't pay, your permit can be revoked and you will not be able to operate your installation.

Please provide details of the address you wish invoices to be sent to and details of someone we may contact about fees and charges.

.....
.....
.....

Postcode.....Telephone.....

C3 Commercial confidentiality

Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial confidentiality?

If 'yes', please provide full justification, considering the definition of commercial confidentiality within the PPC Regulations (See the General Guidance Manual).

C4 Declaration of relevant offences (A relevant offence is any conviction for an offence relating to the environment or environmental regulation.)

I/We certify (delete as appropriate)

EITHER

No offences have been committed in the previous five years which are relevant to my/our competence to operate this installation in accordance with the PPC Regulations.

OR

The following offences have been committed in the previous five years which may be relevant to my/our competence to operating this installation in accordance with the PPC Regulations:

.....
.....

C5 Declaration and Signature of current applicant(s)*

It is an offence under regulation 36 of the PPC Regulations, for the purpose of obtaining a permit (for yourself or anyone else) to:

- make a false statement which you know to be false or misleading in a material particular, or
- recklessly make a statement which is false or misleading in a material particular.

If you make a false statement we may prosecute you, and if you are convicted, you are liable to a fine or imprisonment (or both).

I/We certify that the information in this application is correct. I/We apply for a permit in respect of the particulars described in this application including supporting documentation.

Please note that each individual applicant must sign the declaration themselves, even if an agent is acting on their behalf.

Signature

Name

Position.....

Date

Signature

Name

Position.....

Date

** Where more than one person is defined as the applicant, all should sign. Where a company or other body corporate – an authorised person should sign and provide evidence of authority from the board of the company or body corporate.*

C6 Data Protection

We have a legal requirement to ask for this information. The information you give will be used by the District council to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- make sure you keep to the conditions of your Permit and deal with any matters relating to your Permit,
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows),
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/ representatives who we ask to do any of these things on our behalf.

We will only retain this information for as long as is legally required and in line with the Council's Retention and Disposal Schedule.

For further information on your rights, as an individual, go to our website:
<http://www.derrystرابane.com/Footer/Privacy-Policy>