



Oregon Department of Environmental Quality

Site Characterization Report

Resources for Permit Applications

Site Characterization Report

[340-093-0070](#) Applications for Permits

(3) An application for a new disposal site, waste tire storage or waste tire carrier permit is complete only if it:

(e) Except for composting facilities, mobile disposal sites, waste tire carriers and facilities exempt under OAR 340-093-0070(4), includes a site characterization report prepared in accordance with OAR 340-093-0130, to establish a new disposal site or waste tire storage site or to substantially alter, expand or improve a disposal site or waste tire storage site or to make a change in the method or type of disposal at a disposal site or waste tire storage site, unless the requirements of said site characterization report have been met by other prior submittals;

If you believe your site is a “low-risk disposal site” under OAR 340-093-0070(4), please submit a request for a low-risk disposal site determination.

Typically, a Site Characterization Report is required as part of a new Solid Waste Disposal Site Permit Application, or in some cases, a Letter Authorization Application. Many existing sites may also need to complete or update their SCR if it has not been done recently. Guidance on the structure and content of the SCR can be found in DEQ’s **Technical Resources for Permit Applications**, [Section 2 \(Phase I\)](#) and [Section 3 \(Phase II\)](#).

The purpose of the SCR is to provide general information about the site and the surrounding area. It is not meant to be an exhaustive, in-depth examination since that will be dealt with in further phases of the SCR as required. The SCR has always been meant to be more of a current literature review rather than the summary of site-specific fieldwork accomplished. The only real exception to this is the required door-to-door survey to determine the current water source (community system, well, or surface water intakes are examples) for each improved property in the area of interest.

The following is DEQ’s recommended organizational structure of a Phase I Site Characterization Report and some possible sources of information. For more sources, see DEQ’s **Technical Resources for Permit Applications**, [Section 2 \(Phase I\)](#):

1. Introduction

Provide a brief review of the location restriction information covered under [Section 1 \(Location Restrictions\)](#). Note any problems locating data. Describe the owner and operator of the proposed facility including how to contact them. State the reason or purpose of this facility. Provide a brief description of proposed (current) site operations.

2. Existing conditions

Describe the location of the site (township, range, and section); nearest city or town; nearest U.S. or State Highway; access to the site; legal description; local land use zoning; and vicinity map(s). Try the

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following web sites for information for this section: USGS quadrangles can be found using DEQ's Longitude Latitude Identification application. Most Oregon counties have tax lot and zoning information available on the web. Contact the county office in question for availability and access. Aerial photographs can be accessed via Google Earth and the USGS Earth Explorer, for example.

3. **Climate/meteorology**

A good place to start is the Western Regional Climate Center or the PRISM Climate Group at Oregon State University.

4. **Hydrology**

Surface water and stream flow data can be found at Oregon's Water Resources Department web site. Wetlands are described in the National Wetlands Inventory. Flood plain delineation and/or flood maps can be found at the Federal Emergency Management Agency's Flood Hazard Mapping Section.

5. **Water balance**

The most common water balance model is the EPA's Hydrologic Evaluation of Landfill Performance (HELP). Another useful set of models can be found on the USGS web site.

6. **Water use inventory**

Oregon Water Resources Department contains a lot of useful information. Nearly all water well logs on file with this Department are available in summary format. Groundwater and surface-water Public Water System locations can be found using DEQ's interactive map viewer. The Oregon Health Authority Drinking Water Program houses a database on the latest chemical testing of drinking water sources, including nitrate.

7. **Geology**

Oregon's Department of Geology and Mineral Industries and the US Geologic Survey provide information on Oregon geology and hazards.

8. **Soils**

While not specified in the Phase I guidance, a review of the on-site soils is required if there is no liner system or if the natural soils are to be used in construction and/or operation of the site. The Natural Resources Conservation Service Web Soil Survey provides easy access to soils information.

9. **Hydrogeology**

Regional basin reports are available from either Water Resources Department, the US Geological Survey, or DEQ's Water Quality Division.

10. **Other information**

Other information may be required to complete the Phase I SCR. An example of this may include, but is not limited to, a description of any mining activities nearby, nearby high-tension electrical transmission lines or airports, pipelines adjacent or passing through the site, or any known endangered or threatened species in the general area. Rare and endangered species information can be found at the Oregon Biodiversity Information Center (formerly Oregon Natural Heritage Information Center). The Department of State Lands web site houses essential indigenous anadromous salmonid habitat information, and the US Fish and Wildlife Service can provide information on wetlands.

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11. Phase II SCR Workplan

The Phase II SCR Workplan must be included with the Phase I SCR. The workplan must describe how the information requirements found in Section 3 of the Landfill Guidance will be addressed. A schedule of events must be included.

Contact

If your facility/project is in this county...	...then contact this DEQ office
Baker, Crook, Deschutes, Gilliam, Grant, Harney, Hood River, Jefferson, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla (including Milton-Freewater), Union, Wallowa, Wasco, Wheeler	Eastern Region Materials Management Program 400 E Scenic Drive, Suite 307 The Dalles, OR 97058 Phone: 541-298-7257 DEQER.SolidWastePermitCoordinator@deq.oregon.gov
Clackamas, Clatsop, Columbia, Multnomah, Tillamook, Washington	Northwest Region Environmental Partnerships 700 NE Multnomah St., Suite 600 Portland, OR 97232 Phone: 503-229-5353 DEQNWR.SolidWastePermitCoordinator@deq.oregon.gov
Benton, Coos, Curry, Douglas, Jackson, Josephine, Lane, Lincoln, Linn, Marion, Polk, Yamhill	Western Region Materials Management Program 165 E Seventh Ave., Suite 100 Eugene, OR 97401 Phone: 541-687-7465 DEQWR.SolidWastePermitCoordinator@deq.oregon.gov

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