



**NEW MEXICO  
ENVIRONMENT DEPARTMENT  
Solid Waste Bureau**



1190 Saint Francis Drive, Room N-2150  
P.O. Box 5469  
Santa Fe, New Mexico 87502-5469  
Telephone: (505) 827-0197 Facsimile: (505) 827-2902  
[www.env.nm.gov/swb](http://www.env.nm.gov/swb)

**PERMIT APPLICATION  
CIVIL ENGINEERING APPLICATION  
USING 1,000 to 99,999 SCRAP TIRES or 10 to 1,000 BALES  
AND IS TWO (2) BALES HIGH OR LESS**

In accordance with the New Mexico Recycling, Illegal Dumping and Scrap Tire Management Rule (20.9.20 NMAC), any person seeking a permit for a civil engineering application that uses 1,000 to 99,999 scrap tires and is two (2) bales high or less shall first obtain a permit. The proposed structure and temporary storage site must comply with the requirements of 20.9.20.36 and 20.9.20.37 NMAC. If the applicant has obtained an approval from the U.S. Army Corps of Engineers, then the following information shall be submitted. To obtain the permit, complete the form below including all attachments. Assistance and information may be obtained by contacting the Solid Waste Bureau's Tire Program Coordinator at (505) 827-0559.

**I. ATTACHMENTS: PROVIDE THE FOLLOWING INFORMATION ON SEPARATE PAGES AND ATTACH THEM TO THIS FORM:**

A. A copy of the deed or other legal description of the property on which the proposed civil engineering application will be constructed.

B. A detailed narrative description of the proposed civil engineering application including a set of plans signed and stamped by a registered New Mexico professional engineer.

C. If the civil engineering application is to be in a floodplain, a waterway, or a wetland, written authorization of the project by the U.S. Army Corps of Engineers or other appropriate authorities.

D. A notarized affidavit, signed by a public official and the applicant, certifying that the proposed site complies with the applicable regulations of all local governing bodies having jurisdiction over the proposed facility, including planning, zoning, building, code enforcement and drainage departments.

E. A notarized affidavit, signed by the property owner and the applicant, approving the use of the scrap tires on the property, shall be submitted as part of the permit application if the property owner is different from the applicant.

F. A site layout plan of the proposed civil engineering application in compliance with 20.9.20.37 NMAC, drawn to scale. The plan shall include the information listed below, including a set of plans signed and stamped by a registered New Mexico professional engineer:

- (1) labels of all features shown on the map;
- (2) map scale;
- (3) north arrow;
- (4) the proposed civil engineering application;

- (5) all structures and buildings at the civil engineering application site if within 100 feet of the civil engineering application;
- (6) temporary storage areas for other material, equipment, and residuals from processing;
- (7) loading and unloading areas for scrap tires and other material to be used for the civil engineering project;
- (8) location of all storage areas for scrap tire, tire derived products, used tires and fire lanes;
- (9) property boundaries;
- (10) water sources, arroyos, wetlands, ditches and other topographic features;
- (11) wells;
- (12) fences;
- (13) easements, and power lines; and
- (14) all access routes and internal roads for residential, commercial and emergency use.

G. If the scrap tires to be used for the proposed civil engineering application will be kept in temporary storage before and during construction on property that is different from the one shown above, a plat map of the temporary storage facility that includes all items specified in Section I(F), above, shall be included.

H. An emergency contingency plan that meets the requirements of 20.9.20.47 NMAC.

**II. GENERAL INFORMATION:**

A. PROJECT TITLE:

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B. APPLICANT INFORMATION:

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NAME

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MAILING ADDRESS

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CITY, STATE, ZIP

---

TELEPHONE NUMBER

---

E-MAIL ADDRESS

C. PROPERTY OWNER INFORMATION (if different):

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NAME

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MAILING ADDRESS

---

CITY, STATE, ZIP

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
E-MAIL ADDRESS

D. BUILDER INFORMATION (if different):

\_\_\_\_\_  
NAME

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
E-MAIL ADDRESS

E. LOCATION/PHYSICAL ADDRESS WHERE PROJECT WILL BE CONSTRUCTED  
(including GPS coordinates in latitude and longitude):

\_\_\_\_\_

F. TEMPORARY STORAGE SITE INFORMATION (this section must be completed if tires  
or bales will be stored prior to construction at a temporary storage site):

\_\_\_\_\_  
LOCATION/PHYSICAL ADDRESS (including GPS coordinates in latitude and longitude)

\_\_\_\_\_  
PROPERTY OWNER NAME (if different)

\_\_\_\_\_  
PROPERTY OWNER MAILING ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PROPERTY OWNER TELEPHONE

\_\_\_\_\_  
PROPERTY OWNER E-MAIL ADDRESS

**III. OPERATIONS:**

A. ANTICIPATED START DATE (when scrap tires will be brought to the project location):

\_\_\_\_\_

B. PROJECTED COMPLETION DATE:

\_\_\_\_\_

C. ORIGIN(S) OF THE SCRAP TIRES OR SCRAP TIRE BALES TO BE USED:

\_\_\_\_\_

D. THE NUMBER OF SCRAP TIRES OR SCRAP TIRE BALES TO BE USED IN THE PROJECT:

\_\_\_\_\_

E. METHOD OF STACKING:

\_\_\_\_\_

F. METHOD OF ANCHORING:

\_\_\_\_\_

G. METHOD OF COVERING (if applicable):

\_\_\_\_\_

H. METHOD OF FILLING SCRAP TIRES (if whole tires):

\_\_\_\_\_

**IV. CERTIFICATION:**

THE UNDERSIGNED ATTESTS THAT THE INFORMATION PROVIDED UPON THIS REGISTRATION FORM, INCLUDING ALL ATTACHMENTS, IS TRUE AND CORRECT.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**RETURN THIS FORM and the REQUIRED ATTACHMENTS TO:**

William ("Bill") W. Myers  
Tire Program Coordinator  
NMED Solid Waste Bureau  
1190 St. Francis Drive, Room N-2150  
P.O. Box 5469  
Santa Fe, New Mexico 87502-5469