



Batch Plant Procedures and Checklist

For a batch plant permit, please provide a written request to the City of Celina and include the following documents and information for a batch plant permit:

- Must obtain TCEQ permit and provide copy to the city before a permit can be issued.
- Meet compliance with TCEQ and EPA rules

INFORMATION:

- Request must be received in the company letter head, attention to the Director of Public Works and Building Official.
- Must be signed and dated by the responsible party.
- Letter must reflect:
 - Zoning
 - How long will plant be in use (days, weeks months, etc.)
 - Hours of operation
 - Contact person such as Plant Superintendent and Construction Manager (phone, email, mail)
 - Letter must include a detailed list of documents attached for submittal
 - Applicant must propose a complete physical separation between the batch plant and the potable water system either through the use of an air gap meeting TCEQ regulations or a Reduced Pressure Zone (RPZ) Device

DOCUMENTATION:

- Three (3) site plan and One (1) USB/CD with location maps as well as:
 - Equipment type, location and dimensions
 - Any accessory building(s) and/or Temporary trailers and their uses
 - Portable restrooms and/or Sewer Plan
 - Water Plan (main lines, fire hydrants, etc.)
 - Electrical Plan
 - Distances from closest resident's property line.
 - Emergency access proposal
 - All trucks storage must be 25 feet from property line.
 - TCEQ regulations require 100 feet from property line
 - A complete physical separation between the batch plant and the potable water system must be shown either through the use of an air gap meeting TCEQ regulations or a Reduced Pressure Zone (RPZ) Device. Upon installation, a RPZ must be tested by a licensed Backflow Prevention Assembly Tester (BPAT) who is registered with the City of Celina, and documentation of such test shall be provided to the water purveyor.
 - If there is re-fueling equipment onsite, specify the types of tanks and dispensing procedures.

A batch plant permit in the City of Celina will be issued after compiling TCEQ permit approval.