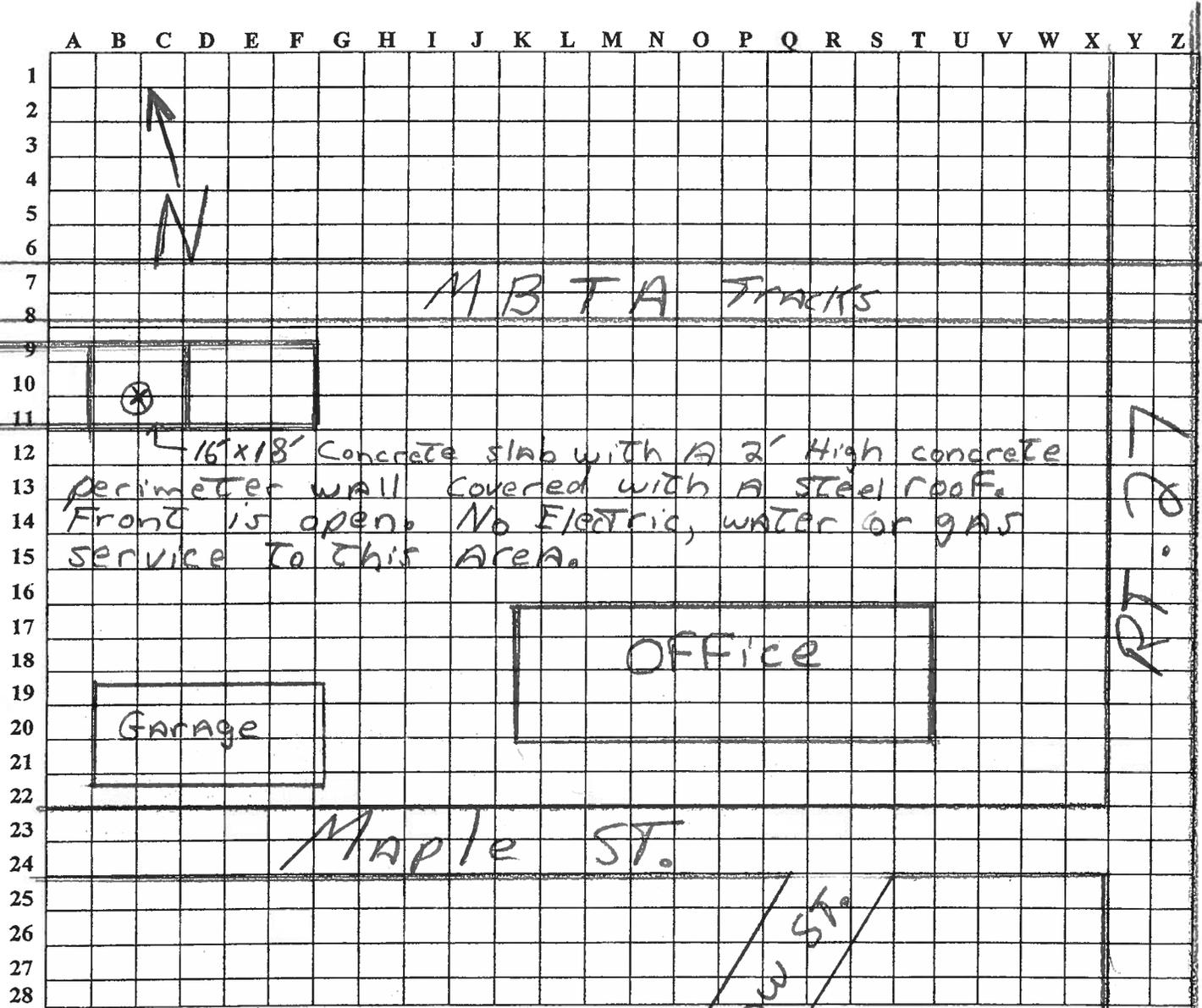


### C. Facility Site Plan/Storage Map

Prepare and submit with this Registration Form a simple site map which shows the following information:

- North direction • Street(s) adjacent to facility • Electrical, water, and gas shutoff valves
- Basic floor plan for each building containing hazardous materials/wastes which indicates building entrance(s) and hazardous material/waste storage locations (use grid locations or assign a code - A, B, C, etc. - to clearly identify each storage location for use in the above inventories).

Site Address: 21-25 Maple ST. City: Acton  
 Date Map Drawn: 3/17/09



### D. Endorsement

I declare that the above information is true and correct to the best of my knowledge. I agree to comply with all applicable regulations regarding storage, handling, and disposal of hazardous materials and hazardous wastes.

GORDON RICHARDS      Gordon Richards      3/30/09  
 Owner/Operator's Name (Print)      Owner/Operator's Signature      Date

----- Do Not Complete below This Line -----

**TOWN OF ACTON  
HAZARDOUS MATERIALS CONTROL BYLAW**

**April 1, 2009**

Gordon Richards  
21 Maple Street  
Acton, MA 01720

Due \$205  
Category 4, 9

**Site Address**

21 Maple Street

**HAZARDOUS MATERIALS CONTROL PERMIT RENEWAL APPLICATION**

**Categories**

- |  |  |
|--|--|
| 1. Hazardous Waste Generator (\$65)        | 2. Sm. Hazardous Waste Generator (\$45)    |
| 3. Hazardous Materials Generator (\$65)    | 4. Hazardous Materials User (\$45)         |
| 5. Discharge Permit (\$140)                | 6. Remediation Permit (\$140)              |
| 7. Hazardous Waste User (\$65)             | 8. Haz. Mat. Storer Large Industry (\$235) |
| 9. Haz. Mat. Storer Small Industry (\$160) | 10. Haz. Mat. Storer Large Retail (\$170)  |
| 11. Haz. Mat. Storer Small Retail (\$140)  | 12. Haz. Waste Storer Sm. Industry (\$45)  |
| 13. Haz. Waste Storer Retail (\$45)        | 14. Haz. Waste Storer Lge. Industry (\$65) |

Provide the following information under the authority of the General Laws of the Commonwealth of Massachusetts, Chapter 94, Section 305A, and Chapter 3, Section 5.

ESTABLISHMENT NAME: Gordon Richards, Inc.  
ESTABLISHMENT ADDRESS: 21 Maple Street, Acton  
ESTABLISHMENT TELEPHONE: 978-263-9195  
OWNERS/CORPORATE OFFICERS: Gordon Richards  
ADDRESS: 21 Maple Street  
TELEPHONE: 978-263-9195  
ON-SITE MANAGER: 7 A.M. - 5 P.M. M\_F  
OPERATING SCHEDULE: \_\_\_\_\_

<b>Maximum Potential Quantity of Materials: Gals/Lbs Stored</b> <u>400</u>	<b>Used</b> <u>300</u>
<b>Maximum Potential Quantity of Wastes: Gals/Lbs Stored</b> _____	<b>Used</b> <u>0</u>

Pursuant to the General Laws of Massachusetts, Chapter 62C, Section 49A, I certify under the pains and penalties of perjury that I, to the best of my knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Gordon Richards  
Signature of Owner/Applicant

04-244-6856  
S.S.I or F.I.N. Number

3/30/09  
Date

**RECEIVED**

Please remit to Acton Board of Health, 472 Main Street, Acton, MA 01720  
No Later Than April 30, 2009

APR 09 2009  
ACTON BOARD OF HEALTH

5/1/2009

Expires 5/1/10  
Paid: \$205

**TOWN OF ACTON  
PERMIT  
HAZARDOUS MATERIALS CONTROL BYLAW**

Gordon Richards, 21 Maple Street, Acton, MA 01720

Is hereby granted a permit to store and use Hazardous Materials at **21 Maple Street** Acton, MA 01720. This permit is granted with the conditions as noted on the attached list of conditions assigned to your facility.

Permit Categories: 4, 9

\*See below explanation of permit categories

**HAZARDOUS MATERIALS CONTROL PERMIT CATEGORIES AND FEES**

<u>Category</u>	<u>Initial</u>	<u>Renewal</u>
1. Large Hazardous Waste Generator	\$160	\$65
2. Small Hazardous Waste Generator	\$60	\$45
3. Hazardous Materials Generator	\$160	\$65
4. Hazardous Materials User	\$50	\$45
5. Remediation Discharge Permit	\$575	\$140
6. Remediation Permit	\$595	\$140
7. Hazardous Waste User	\$160	\$65
8. Hazardous Materials Storer Large Industry	\$510	\$235
9. Hazardous Materials Storer Small Industry	\$360	\$160
10. Hazardous Materials Storer Large Retail	\$430	\$170
11. Hazardous Materials Storer Small Retail	\$305	\$140
12. Hazardous Waste Storer Large Industry	\$160	\$65
13. Hazardous Waste Storer Small Industry	\$60	\$45
14. Hazardous Waste Storer Retail	\$60	\$45

**HAZARDOUS MATERIALS CONTROL PERMIT**  
**LIST OF CONDITIONS:**  
**GORDON RICHARDS**  
**21 MAPLE STREET**  
**ACTON, MA 01720**

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Pursuant to the authority of Chapter I - Hazardous Materials Control Bylaw - of the Town of Acton's General Bylaws, the Board of Health has considered your application and plans submitted therewith, and has determined that the materials to be stored, used or generated, are within the scope of said bylaw. The Board of Health hereby orders that the following conditions are necessary and all storage, use or generation must be performed in strict conformance herewith:

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1. All liquid Hazardous Materials and Wastes shall be stored in a containment area capable of containing 110% of the largest volume stored in the containment area.
2. All Materials Safety Data Sheets (MSDSs) for the Hazardous Materials shall be maintained on site. MSDSs shall be reviewed with employees at the time of their employment and on an annual basis thereafter. MSDS must be made available to all employees upon request.
3. A Contingency Plan, including emergency contact numbers (Telephone numbers of owner, operator, etc.) and a sketch showing clearly all Hazardous Material and Waste locations shall be submitted and updated annually, to the Board of Health, Fire Department, Police Department, and Civil Defense.
4. Emergency procedures and local Emergency Response Telephone Numbers (Health, Fire, Police, D.E.P., Civil Defense, etc.) should a spill occur, shall be posted in clear view of all employees where Hazardous Materials or Wastes are used or stored.
5. All Hazardous Wastes must be disposed of by a Licensed, D.E.P. approved, hauler or be recycled on site.
6. Copies of either all invoices or manifests for any Hazardous Materials or Wastes, received or disposed, shall be submitted to the Board of Health annually.
7. All Hazardous Materials Containers shall be labeled and dated when filling first began.
8. Speedy Dry, or its equivalent, shall be kept in the storage area, in case of a Hazardous Materials or Wastes spill.
11. Protective equipment, including chemical resistant gloves, eye goggles and (rubber) boots, in addition to soap and water, shall be made available to all employees, at all times, in any Hazardous Materials or Waste storage or use area.
12. No Hazardous Materials or Wastes shall be discharged into a sink or toilet.
14. A fire extinguisher, containing an appropriate fire extinguishing agent, shall be placed in the Hazardous Materials Storage area.
15. No food or drink shall be stored or consumed in any area where Hazardous Materials are stored or used.

21. Gas cylinders shall not be rolled, even for short distances. They shall be moved by a suitable hand truck, in accordance with an OSHA standard that applies.
25. Prior to any new chemical or processes being used, the Board of Health shall be notified.
26. The operation of this facility shall be in compliance with all present and future regulations of E.P.A. and D.E.P. at all times. Nothing in this permit allows or requires non-compliance with all present and future applicable laws or regulations of the Federal or State Governments.