

<b>SUBJECT:</b>	<b>Combining Permits</b>
<b>DATE:</b>	<b>November 1, 2001 - Revised 09-01-06</b>

**Legal Authority:** 22-4-5(f), 38-3-3.7, 38-3.17.4

The combining of quarry permits can be accomplished through a permit modification. The most recently issued permit will be the host permit. The anniversary date of the most recently issued permit being consolidated shall become the new date for permit renewal and submission of the annual Bonding Progress Report Map. The remaining permits (guest) will be incorporated into the host permit and then go through the release process described below

If the combining of the permits does not change the outside boundaries of the existing permitted areas, it will be considered a minor modification. Permits do NOT have to be adjacent to be combined but must be in the same complex (i.e. a crusher can be located down the road a short distance).

As a part of the modification to combine permits, it may be necessary to revise the quarrying and reclamation plan of the “host” permit in order to insure that the method of operation, mining progression, time frame for reclamation, final proposed land use and other permit conditions described in the “guest” permits are compatible.

The Checklist for Combining Quarry Permits (MR-42) is to be utilized during the review process. This checklist is available on the DMR web site at [www.dep.wv.gov](http://www.dep.wv.gov). A modification approval letter will be prepared (sample attached) and distributed. Tracking modifications that combine permits in ERIS will be entered as an Application Type “QMOD” and the modification type is “combining permits”. When the host permit is renewed, the correct combined acreage will be reflected on the MR-2 permit face.

A copy of the modification approval will be given to the Release Specialist in the appropriate region. The comment section of the release form for each permit being released should state, “this permit is being combined into permit\_\_\_\_” and submitted to headquarters for processing. If the existing bond or contribution to the Bond Pooling Fund is to be retained and transferred to the “host” permit, this must be indicated on the release form in the comment section also.

The original permit file and all correspondence for the permit(s) being released will be incorporated into the “host” permit file.

# DEP LETTERHEAD

## SAMPLE APPROVAL LETTER FOR COMBINING PERMITS

Date

Company Name  
Street Address  
City, State Zip

RE: Permit # \_\_\_\_\_

Dear Permittee:

Your request to modify the above referenced permit located in \_\_\_\_\_ District of \_\_\_\_\_ County, has been reviewed. It has been found that the proposed modification will not cause a significant departure from the terms and conditions of the existing permit and will not result in a significant impact to the environment or nearby property.

This approval combines permit(s) \_\_\_\_\_, \_\_\_\_\_, under permit \_\_\_\_\_. The total acreage for permit \_\_\_\_\_ is \_\_\_\_\_. The proper release forms will be executed to officially release each of the permits that are being absorbed. Be aware that this will require a modification to your corresponding NPDES Permit(s). Please contact your regional NPDES Permit Writer for further information.

If you should have any questions, please advise.

Sincerely,

Permit Supervisor

cc: Inspector  
Consultant  
Regional Release Specialist