

Part B Application Form
Dry Cleaner

Local Authority Pollution Prevention and Control

Pollution Prevention and Control Act, 1999

Environmental Permitting (England and Wales) Regulations 2016

Introduction

When to use this form

Use this form if you are applying for a permit to a regulator to operate a dry cleaning installation as defined in the appropriate legislation of the UK region in which the installation is sited.

The appropriate fee must be enclosed with the application to enable it to be processed further. When complete send the form and fee and any additional information to:

Environmental Quality and Growth Team
Cambridge City Council
PO Box 700
Cambridge
CB1 0JH

If you need help and advice

We have made the application form as straightforward as possible, but please get in touch with us at the local authority address given above if you need any advice on how to set out the information we need.

For the purposes of Section C of the form, a relevant offence is any conviction for an offence relating to the environment or environmental regulation.

Data Protection

Our full environmental health privacy policy is available at

<https://www.cambridge.gov.uk/media/6335/environmental-health-privacy-notice.pdf>

For Local Authority use		
Application reference	Officer reference	Date received

LAPPC application form - to be completed by the operator

A The basics

A1 Name and address of the premises

Postcode: _____ Telephone: _____

A2 Ordinance survey national grid reference (8 characters)

(for example, SJ 123 456...there are a number of internet mapping sites which will convert a post code to a grid references.)

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A3 Details of any existing environmental permit or consent

(for waste operations, include planning permission for the site, plus established use certificates, a certificate of lawful existing use, or evidence why the General Permitted Development Order applies.)

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A3 Do you have an existing permit for a dry cleaning installation

Yes No

A4 The applicant – please provide the full name of company or corporate body or the name of the sole trader or the names of the partners

Name: Trading name, if different:
Registered office address: Principal office address, if different:

A4 Any holding company?

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006? If "yes" please fill in details of the ultimate holding company.

Yes No

Name: Trading name, if different:
Registered office address: Principal office address, if different:
Company registration number:

B The installation

- B1 A plan of the premises must be attached showing the location of:**
- (a) the premises
 - (b) where the dry cleaning machine(s) will be installed
 - (c) where the dry cleaning solvents will be stored
 - (d) where the dry cleaning residue will be stored
 - (e) any drains within the installation and in the immediate area of the installation which may be affected as a result of any potential Volatile Organic Compound (VOC) release from the dry cleaning operations
- B2 A description of the location and methods of storage of (a) or (b) must be supplied:**
- (a) dry cleaning solvents
 - (b) dry cleaning residue
- B3 Make, model name and number, serial number, load capacity, date of installation and type of dry cleaning solvent used, plus method of removal of residue from the machine.**
- B4 Provide details, including a schedule, of checking and maintenance procedures for each machine. This should include the machine manufacturers' recommended operating procedures, checking and maintenance requirements and any other additional procedures undertaken by the operator. (This should be submitted in a form of a list of the activities carried out and their frequencies, for additional guidance see Section 3, paragraph 3.14)**
- B5 Provide details of any other activities carried out within the dry cleaning installation which involve the use of organic solvents in particular spot clean solutions, water-proofing solutions and any other solvents or solvent borne preparations**

- B6 Provide details on the training and relevant qualifications regarding operating and maintaining the dry cleaning machine in accordance with this guidance.**
- B7 Provide details on the training and relevant qualifications regarding operating and maintaining the dry cleaning machine in accordance with this guidance.**
- B8 Specify how the product will be weighed and recorded weekly and annually, including details of scales.**
- B9 Provide details how the mass or volume of solvent used will be determined and recorded weekly and annually (due to the low use, spot cleaning solvents need only be determined annually).**

C Fees and Charges

- C1** For details of how to calculate the application fee please consult the appropriate charging scheme via the [Defra web site](#), (England & Wales), the [SEPA web site](#), (Scotland) or the [DOENI web site](#), (Northern Ireland). Your application cannot be processed unless the application fee is correct and enclosed.

Please state the amount enclosed as an application fee for this installation.

£.....

Cheques should be made payable to:

We will confirm receipt of this fee when we write to you acknowledging your application.

Please give any company purchase order number or other reference you wish to be used in relation to this fee.

C2 Annual charges

If we grant you a permit, you will be required to pay an annual subsistence charge.

If you don't pay, your permit can be revoked and you will not be able to operate your installation.

Please provide details of the address you wish invoices to be sent to and details of someone we may contact about fees and charges.

Postcode:	Telephone:

C6 Commercial confidentiality

Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial confidentiality?

If 'Yes', please provide full justification, considering the definition of commercial confidentiality within the Regulations (See the appropriate general guidance manual).

C7 Data Protection Declaration

The information you give will be used by the regulator to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and/or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/ representatives who we ask to do any of these things on our behalf.

It is an offence under the relevant regulations, for the purpose of obtaining a permit (for yourself or anyone else) to:

- make a false statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular.

If you make a false statement we may prosecute you, and if you are convicted, you are liable to a fine or imprisonment (or both).

C8 Declaration

Signature of current applicant(s)*

I / We certify that the information in this application is correct. I / We apply for a permit in respect of the particulars described in this application (including supporting documentation) I / We have supplied.

Please note that each individual applicant must sign the declaration themselves, even if an agent is acting on their behalf.

For the application from:

Premises name: _____

Signature: _____

Name: _____

Position: _____

Date: _____

Signature: _____

Name: _____

Position: _____

Date: _____

* Where more than one person is defined as the applicant, all should sign. Where a company or other body corporate - an authorised person should sign and provide evidence of authority from the board of the company or body corporate.