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Bureau of Air Monitoring
& Mobile Sources

HUMAN CREMATORY AIR GENERAL PERMIT REGISTRATION FORM

Part II. Notification to Permitting Office

(Detach and submit to appropriate permitting office; keep copy onsite)

Instructions: To give notice to the Department of an eligible facility's intent to use this air general permit, the owner or operator of the facility must detach and complete this part of the Air General Permit Registration Form and submit it to the appropriate Department of Environmental Protection or local air pollution control program office which has permitting authority. Please type or print clearly all information, and enclose the appropriate air general permit registration processing fee pursuant to Rule 62-4.050, F.A.C. (\$100 as of the effective date of this form)

0850137-003

Registration Type

Check one:

INITIAL REGISTRATION - Notification of intent to:

- Construct and operate a proposed new facility.
- Operate an existing facility not currently using an air general permit (e.g., a facility proposing to go from an air operation permit to an air general permit).

RE-REGISTRATION (for facilities currently using an air general permit) - Notification of intent to:

- Continue operating the facility after expiration of the current term of air general permit use.
- Continue operating the facility after a change of ownership.
- Make an equipment change requiring re-registration pursuant to Rule 62-210.310(2)(e), F.A.C., or any other change not considered an administrative correction under Rule 62-210.310(2)(d), F.A.C.

Surrender of Existing Air Operation Permit(s) - For Initial Registrations Only

If the facility currently holds one or more air operation permits, such permit(s) must be surrendered by the owner or operator upon the effective date of this air general permit. In such case, check the first box, and indicate the operation permits being surrendered. If no air operation permits are held by the facility, check the second box.

- All existing air operation permits for this facility are hereby surrendered upon the effective date of this air general permit; specifically permit number(s): _____
- No air operation permits currently exist for this facility.

General Facility Information

Facility Owner/Company Name (Name of corporation, agency, or individual owner who or which owns, leases, operates, controls, or supervises the facility.) **MARTIN FUNERAL HOME & CREMATORY**
FC 288 **W. LEE KING**

Site Name (Name, if any, of the facility site; e.g., Plant A, Metropolis Plant, etc. If more than one facility is owned, a registration form must be completed for each.)
MARTIN CREMATORY FC280

Facility Location (Provide the physical location of the facility, not necessarily the mailing address.)
 Street Address: **9615 S. KANNER HWY**
 City: **STUART FLORIDA** County: **MARTIN** Zip Code: **34994**

Facility Start-Up Date (Estimated start-up date of proposed new facility.) (N/A for existing facility)
12/19/03

Owner/Authorized Representative

Name and Position Title (Person who, by signing this form below, certifies that the facility is eligible to use this air general permit.)

Print Name and Title: **W. LEE KING**

Owner/Authorized Representative Mailing Address

Organization/Firm: **MARTIN FUNERAL HOME & CREMATORY**

Street Address: **961 S. KANNER HWY**

City: **STUART FLORIDA** County: **MARTIN** Zip Code: **34994**

Owner/Authorized Representative Telephone Numbers

Telephone: **1 772 223 5550**

Fax: **1 772 223 5101**

Cell phone (optional):

Facility Contact (If different from Owner/Authorized Representative)

Name and Position Title (Plant manager or person to be contacted regarding day-to-day operations at the facility.)

Print Name and Title: **DAVID T. SEYFFART / F.D.I.C.**

Facility Contact Mailing Address

Organization/Firm: **MARTIN FUNERAL HOME & CREMATORY**

Street Address: **961 S. KANNER HWY**

City: **STUART FLORIDA** County: **MARTIN** Zip Code: **34994**

Facility Contact Telephone Numbers

Telephone: **1 772 223 5550**

Fax: **1 772 223 5101**

Cell phone (optional): **1 772 284 4544**

Owner/Authorized Representative Statement

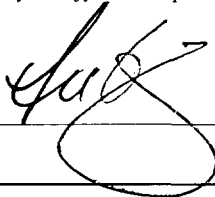
This statement must be signed and dated by the person named above as owner or authorized representative

I, the undersigned, am the owner or authorized representative of the owner or operator of the facility addressed in this Air General Permit Registration Form. I hereby certify, based on information and belief formed after reasonable inquiry, that the facility addressed in this registration form is eligible for use of this air general permit and that the statements made in this registration form are true, accurate and complete. Further, I agree to operate and maintain the facility described in this registration form so as to comply with all applicable standards for control of air pollutant emissions found in the statutes of the State of Florida and rules of the Department of Environmental Protection and revisions thereof.

I will promptly notify the Department of any changes to the information contained in this registration form.

✓

Signature



✓

Date

1/15/09

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Design Calculations

If this is an initial registration for a proposed new human crematory unit, provide design calculations to confirm a sufficient volume in the secondary chamber combustion zone to provide for at least a 1.0 second gas residence time at 1800 degrees F.

- Manufacturer's design calculations attached.
- Registration is not for proposed new human crematory unit(s).

Description of Facility

Below, or as an attachment to this form, provide a description of all crematory operations at the facility in sufficient detail to demonstrate the facility's eligibility for use of this air general permit and to provide a basis for tracking any future equipment or process changes at the facility. Describe all air pollutant-emitting processes and equipment at the facility, and identify any air pollution control measures or equipment used.

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DEP FORM NO. 62-210.920(2)(c)

Martin Crematory
961 South Kanner Highway
Stuart, Florida 34994
Procedures
11/09/2006

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1. Receiving and logging in of Human Remains:

- A. Crematory operator logs in the body by assigning the next chronological number from the log book and filling out the required information in the book.
- B. If the body is not in a suitable container it is placed in one at this time and so noted in the log book.
- C. An identifying toe tag is placed on the container with the following information:
 - a. The deceased first and last name
 - b. The date of death, time of death
 - c. The approximate weight of the body
 - d. The date of arrival at the crematory
- D. The logged in remains are then placed in the walk-in refrigeration
- E. Scheduling the cremation can take place after the following criteria is met:
 - a. Receive authorization form the next of kin
 - b. Medical examiner assigns an approval number
 - c. Permit is in-hand from the funeral home
 - d. The 48 hours have passed from time of death

2. Cremating Human Remains Section A:

1. Put cremains in alternate container or casket on cremation cart
 - a. Write name, date and start time on blackboard
 - b. Open gas valve (if not already open)
2. Load cremator (feet first), using rollers, close door and tighten screw pins
3. Open overhead door approximately 12 inches
4. Install and set time disc (if not done)
5. Flip primary and after burner switches to "ON"
6. Flip pollution control switch to "ON"
7. Flip obese control to "ON" (if applicable) over 200 pounds
8. Turn control knob to "start position"
 - a. Blower will automatically go on
 - b. After burner will go on
 - c. After burner light "green"
 - d. Approximately 45 minutes (preheat to 1600° F), primary burner will go on , primary light "green"
 - e. Approximately 2 hours after start up, the ignition/cremation burner will shut off
This shut-off time is determined by the Master Cycle timer, and can be extended or shortened as necessary to complete the cremation.
 - f. The blower will continue to run for cooling purposes until the automatic cooling cycle is over, or until the Power On switch is turned to the Off position
**** NOTE**** the size of the body, the type of casket or enclosures, and the starting temperature of
The cremator may make cycle changes desirable.

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3. Detailed Operating Instructions Section B

Different body sizes and container types may require variances in the Standard timer settings described in the general operating instructions Bellow. You will find how different container types and body sizes should be cremated

1. Different Casket Types:

- a. Particle Board Containers: particle-board containers are one of the more popular containers used for cremation. These containers may be cremated in any sequence, using the standard cycle settings on the timers.
- b. Cardboard Containers: cardboard is also a popular container, and may be cremated in any sequence.

2. Special Instructions for Cremating Large Bodies:

- a. When cremating large bodies, a visual inspection should occasionally be made of the stack outside to see if a pollution condition has been created. If the equipment is creating a pollution condition, turn the Ignition Burner Delay time to 15 minutes of delay. If the pollution condition still exists after turning the Ignition off, turn the After Burner timer OFF also. If the pollution stops at this time, leave the afterburner off until the equipment begins to cool down. If the condition worsens, turn the afterburner on again.

4. Loading, Stoking and Pacemakers:

- b. Loading the Cremator:
The remains to be cremated must be loaded into the cremation chamber feet first, using the hydraulic lift table and rollers. This feet first loading is necessary to have the torso region of the body directly under the ignition/cremation burner during the cremation cycle.
- c. Stoking during the Cremation Cycle:
Stoking the remains and container remnants during the cremation cycle will expedite the cremation cycle. If you choose to stoke the remains, do so approximately 1 hour into cremation, while the afterburner is still on. This will control any airborne particles you may create by stoking.
- d. Pacemakers should be removed by the funeral director prior to cremation. Pacemakers will burst during the cremation cycle, and could cause damage to the equipment.

5. Packaging and Inurning the Cremains:

- a. Removal of Cremated Cremains:
When the cremation cycle is complete (all lights are off) and the unit has cooled down sufficiently for the operator (20-30 minutes), and with the fan still on, cremated remains can be removed from the cremation chamber. Leaving or turning only the fan on during the removal process will ensure that the dust and heat are drawn away from the operator.

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Using the long removal broom, gently brush the remains to the front edge of the hearth. With the small removal tool (approx. 3' in length), rack the cremated remains into the hopper and ashpan. Be sure to remove all cremated remains from cremation chamber. Lower the main charging door immediately, so as not to cool the cremation chamber too quickly. Most metallic particles may be removed with the provided hand magnet. The magnet should be slowly moved throughout the remains to pick up all metallic particles. To remove the magnet squeeze the trigger and the particles will fall off. Metal trash cans are recommended for this procedure, as the particles are often too hot to place in a plastic trash can.

6. **Pulverizing the Cremated Remains:**

Pulverizing size reduction of the bone fragments, is often required by law and is highly recommended, especially when the remains are to be scattered. Pulverizing can be performed by using a hand roller, or the preferred method, using an electric cremains processor. Pulverizing is recommended for two basic reasons; 1) for easier filling of the urns, and 2) for a more acceptable appearance of the cremated remains. Be sure all remains are removed from the pulverizer after each cycle.

7. **Packaging Remains, Shipping & Labeling:**

- a. If a permanent urn is to be used, fill the provided plastic bag and seal the top of the bag after filling, using the provided twist tie, and then close the urn.
- b. If a temporary container is to be used, fill the provided plastic bag and seal the top of the bag after filling, using the provided twist tie. Insert plastic bag into the plastic container.
- c. If cremains do not completely fill the space provided in the urn temporary container, use a suitable packing material to take up the excess space to prevent shifting of the cremains inside the container. The packaging should be placed outside the plastic liner.
 1. Once in the proper container, the cremains are to be returned to the Funeral Home which brought the human remains to the crematory or the family if so directed.
- d. Storage - if by prior arrangements, the crematory will provide storage for a limited time. Then either mail the cremains or return to the family.
- e. Shipping – place the urn or temporary container in a suitable mailer if it is to be mailed, and place an identification label on the outside of the temporary container and on the outside of the mailer, in case there is a separation of the two in mailing.
 1. Send cremains using registered US Postal Service With a "Return Receipt Requested". Place the post office receipt of the shipment in the permanent file of the deceased.

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f. Labeling – cremains are labeled and a certificate of cremation accompanies the container into which the cremains are placed.

8. **Cremation Records, Forms and Files:**

1. Crematory Records – a permanent ledger is kept in crematory area, in addition to the files in the office. The Ledger kept in the crematory contains the following information:
 - a. Name of deceased
 - b. Arrival date of deceased
 - c. Date that authorization is given to cremate, whether it be by the family or the medical examiner's office
 - d. The chronological number assigned to the cremation.
 - e. Date, time of cremation completion, name of cremator, weight of deceased, average temperature of cremation, Funeral Home, cremation number, Medical Examiners authorization number.
 - f. Any personal property that was received with the deceased or any personal property that is to be returned to the family with the remains.

9. **Forms:**

- a. Cremation Authorization - This form is used to document vital information such as name of deceased, family's name, family contact, place of death, and time of death. It is then signed by a family member or next of kin giving the crematory legal authorization to cremate the deceased.
 1. It includes the family's request for the type of disposition, whether it is to be scattered, returned to the family, or mailed to a cemetery.
 2. It includes any signature line for the family to sign when they receive the cremains back.
 3. Certificate of Cremation - This is a document given to the Family certifying that the cremation of the deceased took Place at a specific date and time.

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CITY OF CHICAGO
DEPARTMENT OF HEALTH



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STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
BOARD OF FUNERAL, CEMETERY AND CONSUMER SERVICES
200 E GAINES STREET, TALLAHASSEE, FL 32399-0361 PHONE (850) 413-3039

Cinerator Facility License

EFFECTIVE DATE: 10/13/2006
EXPIRATION DATE: 11/30/2008
LICENSE NUMBER: FC280

The Cinerator Facility indicated below is licensed under the provisions of Chapter 497 Florida Statutes

Owner: W. Lee King, Jr. Business Location: 961 S Kanner Highway Stuart, FL 34994

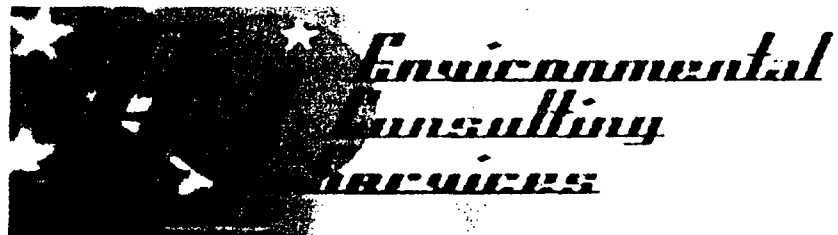
Martin Funeral Home & Crematory
961 S Kanner Highway
Stuart, FL 34994

Tom Gallagher
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA

DISPLAY AS REQUIRED BY LAW

STATE OF FLORIDA 000818
DEPARTMENT OF FINANCIAL SERVICES
FC280 10/13/2006
Funeral Establishment
Martin Funeral Home & Crematory
IS LICENSED under the provisions of Ch. 497, F.S.
Expiration date: 11/30/2008
Tom Gallagher
Chief Financial Officer
State of Florida

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Operation Manual for A C1000H Human Crematory

Prepared for:

***Martin Funeral Home & Crematory
961 South Kanner Highway
Stuart, Martin County, Florida 34994***

Prepared By:

***AI Environmental Consulting Services, Inc.
1401 Devon Road
Winter Park, Florida 32789
(407) 923-3945***

Date: January, 2004

9000 JAN 21 PM 9:13
AI Environmental Consulting Services, Inc.

SEQUENCE OF OPERATION

1. Verify gas and electrical services are turned on to your unit.
2. Visually inspect that the loading chamber is cleaned out before loading a new case.
3. To **open** the front hydraulic door, you must push the button on the control panel marked **Door Open**. To **close** the door select **Door Close**.
4. Using the hydraulic lift table, you can lift the case up to the level of the cremation floor.
5. When using hardwood caskets, metal casket, cloth covered, etc., a cardboard roller needs to be placed under the casket to help slide it into the chamber. This will help to conserve the lift of the cremation floor.
6. The lids on these caskets will have to be removed. This will allow the cremation to be processed at a faster rate. Take the lids and slide them down the left side of the cremation chamber.
7. Load case 200 lbs and under feet first. Anything over 200 lbs load head first.
8. **Close** the front door by selecting **Door Close** on the electrical cabinet.
9. Insert a new chart into the chart recorder and align the proper time of day. Be sure to date the chart.
10. **Set** the master timer to the **On Position**.
11. **Turn both Primary and Secondary Toggle switches on.**
12. The combustion air fan will come on starting the unit. The unit will automatically run a safety check for 45 seconds.
13. After the 45 second safety check, the after burner will fire and preheat the unit for 45 minutes.
14. After the 45 minutes pre-heat period, the primary burner ignites automatically; the blue primary burner light illuminates, indicating the primary burner is in operation.
15. After approximately 2 hours, the burner will automatically turn off by the master timer. (Timer may be turned counter clockwise to extend the cycle or clockwise to reduce.)
16. The combustion air fan will continue to operate, cooling the unit down.
17. Approximately 5 minutes after the primary burner goes off, the front doors can be opened for inspection. If the case has been completely consumed, the cycle is complete. If the case is not complete, close the door. Turn the master timer counter clock wise to the "reload position. Allow the unit to run approximately 15-20 minutes and check the case again. When the case has stopped flaming, the cycle is complete.
18. Place the ash removal pan in the front of the incineration chamber and use the rake to pull the remaining ash into the pan. **USE CAUTION IN HANDLING. AS THE ASH MAY BE HOT!!**

