



Mail all Applications to:
MCAQD One Stop Shop
Permit Application Intake
501 N. 44th Street, 2nd Floor
Phoenix AZ 85008-6538
Fax: (602) 372-1078

Air Quality Department Offices
Phone: 602-506-6010
Website: <http://www.maricopa.gov/aq/>

**APPLICATION INSTRUCTIONS FOR THE AUTHORITY
TO CONSTRUCT AND/OR OPERATE A GASOLINE DISPENSING OPERATION UNDER THE GENERAL
AIR QUALITY PERMIT**

Facilities that qualify for an Authority to Operate (ATO) or Construct under the Maricopa County General Permit for Gasoline Dispensing Operations must use this form to apply for an ATO. Using this application, you will obtain an ATO under this General Permit faster and at a lower cost than if applying for an individual source permit.

Complete the application by typing or printing legibly. If the application is for an existing facility that currently has a valid authority to operate under the gasoline dispensing operation general permit, no application fee is required. If the application is for initial coverage under the gasoline dispensing operation general permit, a fee of **\$330** must be included with the application. If a Notice of Violation was issued for constructing and operating a new facility without a permit, an additional **\$100** is due with the application. If a Notice of Violation was issued, additional penalties may be imposed as a result of an enforcement action. The Department will send a billing to address the annual administration fee.

You may qualify for coverage under this general permit if:

- You do not have any other activities at the site requiring an air quality permit,
- You do not have an obstruction at the bottom of the fill pipe that prevents the measurement of how far the end of the fill pipe is from the bottom of the tank (overflow protection flappers are OK) unless the screen and/or other obstruction in the fill pipe assembly is CARB-certified and the screen and/or other obstruction is removed prior to inspection by the Control Officer to allow measurements.
- Each gasoline tank must have its own vapor return line to return the vapors to the tank truck if Stage I vapor recovery is required,
- Your monthly and annual throughputs are less than those listed in the table below:

Controls	Maximum Monthly Limit	Rolling Twelve Month Limits
Uncontrolled (Non-resale)	10,000 gallons	120,000 gallons
Stage I Vapor Recovery	160,000 gallons	1,920,000 gallons
Stage I and II Vapor Recovery	740,000 gallons	8,880,000 gallons

If it is found that your facility does not qualify for coverage under this general permit, the application processing fee will be forwarded with your application for review as an individual source permit. If you are required to obtain an individual source permit, you will be billed later for the additional applicable permit fees. For billing questions call (602) 506-6464.

All applicants must complete items 1 through 15 and the Technical Section. Please enter the **Standard Industrial Classification (SIC) code** in Item 8 as follows: **Resale is 5541**. Sketch or attach a sketch or drawings showing the location of the gasoline storage tanks and Stage I Vapor Recovery System(s). If necessary, attach additional sheets to the application to provide all required information. Obtaining this ATO through fraud or misrepresentation may subject you to civil and criminal penalties.

The Maricopa County Air Pollution Control Rules and Regulations are available at the listed address. To obtain a copy, contact the Department for information and costs, or download them from our Internet site:

http://www.maricopa.gov/aq/divisions/planning_analysis/

If you need help completing the application package, please see our website or contact 602-506-6735.

15. SITE DIAGRAM: Draw a site layout showing equipment locations at the site with approximate distances to the property lines. Specifically show the location of tanks, stage 1 vapor recovery system(s), fill pipes, and vent pipes. Include adjacent streets, roads, or highways.



TECHNICAL SECTION

1. DESCRIBE TANKS – EXCLUDE DIESEL AND USED OIL TANKS (LIST EACH TANK ON A SEPARATE LINE):

CAPACITY, GALLONS	DATE OF INSTALLATION	ABOVE GROUND OR UNDERGROUND	NUMBER OF VENT PIPES	SPLIT TANK YES/NO?	PRODUCT STORED

****Please note: All applicable questions below must also be answered to qualify for this General Permit****

2. TYPE OF OPERATION RESALE NON-RESALE
3. THE FILL PIPE IS USED BY THE TANK TRUCK DRIVER TO PUT FUEL INTO THE STORAGE TANK. A SUBMERGED FILL PIPE MEANS THAT THE END OF THE FILL PIPE MUST BE TOTALLY COVERED BY LIQUID WHEN THERE IS 6 INCHES OF GASOLINE IN THE TANK.
- a. IS EACH GASOLINE TANK EQUIPPED WITH A SUBMERGED FILL PIPE?
 YES NO
- b. WILL YOU INSPECT THE EXTERNAL FITTINGS OF EACH FILL PIPE ASSEMBLY EACH WEEK (OR AT THE TIME OF EACH DELIVERY IF DELIVERIES ARE LESS THAN WEEKLY) TO ASSURE THAT CAP, GASKET AND PIPING ARE INTACT AND NOT LOOSE AND MAKE A RECORD OF THE INSPECTION?
 YES NO

All facilities must answer yes to questions 3.a. and 3.b. to qualify for coverage under this general permit

4. **MULTIPLE FILL PIPES:**
- a. DO ANY TANKS INSTALLED AFTER 12/31/98 HAVE MORE THAN ONE FILL PIPE?
 YES NO N/A
- b. IF YES, IS THERE A 2-POINT SYSTEM WITH A PROPERLY INSTALLED VAPOR RETURN PIPE CLOSE TO EACH FILL PIPE?
 YES NO N/A

If the answer is yes to question 4.a, then the answer must be yes to question 4.b. to qualify for coverage under this general permit

- c. IF MORE THAN ONE FILL PIPE IS INSTALLED ON ANY TANK REGARDLESS OF THE TANK INSTALLATION DATE, WILL YOU PREVENT DELIVERY TO BOTH PIPES AT THE SAME TIME BY LOCKING ADDITIONAL PIPES SHUT OR BY USING OTHER PERMANENT MEANS?
 YES NO N/A
- d. IF NO, ARE ALL FILL PIPES IN USE PART OF A 2-POINT VAPOR RECOVERY SYSTEM?
 YES NO N/A
- e. ALSO, WILL AN ADDITIONAL VAPOR RETURN HOSE FROM THE DELIVERY VESSEL BE ATTACHED TO THE VAPOR RETURN LINE ASSOCIATED WITH THE SECOND FILL PIPE BEFORE DELIVERY IS MADE TO BOTH PIPES AT THE SAME TIME?
 YES NO N/A

If the answer is no to question 4.c., the answer to questions 4.d. and 4.e. must be yes to qualify for coverage under this general permit.

5. OBSTRUCTIONS AT THE BOTTOM OF THE FILL PIPE WHICH PREVENT THE MEASUREMENT OF HOW FAR THE END OF THE FILL PIPE IS FROM THE BOTTOM OF THE TANK ARE NOT ACCEPTABLE UNLESS CERTAIN CONDITIONS ARE MET. ARE THERE SUCH OBSTRUCTIONS? NOTE: OVERFILL PROTECTION FLAPPERS ARE NOT CONSIDERED TO BE AN OBSTRUCTION.

YES NO

6. **FILL PIPE OBSTRUCTION:**

a. IF THE ANSWER IS YES TO THE ABOVE, IS THE SCREEN AND/OR OTHER OBSTRUCTION CALIFORNIA AIR RESOURCES BOARD (CARB)-CERTIFIED?

YES NO N/A

b. IF SO, ARE YOU WILLING TO TEMPORARILY REMOVE THE SCREEN AND/OR OTHER OBSTRUCTION PRIOR TO INSPECTION BY THE CONTROL OFFICER TO ALLOW MEASUREMENTS?

YES NO N/A

If the answer to question 5 is yes, then the answers to question 6.a. and 6.b. must be yes to qualify for coverage under this general permit.

7. **SPILL CONTAINMENT EQUIPMENT:**

a. WILL THE SPILL CONTAINMENT RECEPTACLE BE KEPT CLEAN AND FREE OF FOREIGN MATERIAL AT ALL TIMES?

YES NO

b. WILL YOU INSPECT THE SPILL CONTAINMENT RECEPTACLE AT LEAST WEEKLY AND KEEP RECORDS OF INSPECTION AND CLEANING?

YES NO

c. BEFORE A DELIVERY VESSEL LEAVES THE PREMISES AFTER A DELIVERY WILL YOU:

1) REMOVE ANY GASOLINE IN A DISPENSING TANK'S SPILL CONTAINMENT RECEPTACLE

YES NO

2) CONTAIN ANY GASOLINE REMOVED FROM A SPILL RECEPTACLE IN SUCH A WAY THAT VOC EMISSION IS PREVENTED; DISPOSAL IN CONFORMANCE WITH APPLICABLE HAZARDOUS WASTE RULES IS SUFFICIENT TO MEET THIS REQUIREMENT

YES NO

3) ASSURE THAT ANY PLUNGER/STOPPER ASSEMBLY IS UNIMPEDED AND SEALING CORRECTLY

YES NO

All facilities must answer yes to 7.a, b, and c. above for coverage under this general permit

8. VAPOR RECOVERY SYSTEMS, CHECK ALL THAT APPLY:

a. **STAGE I VAPOR RECOVERY SYSTEM:** RETURNS VAPORS FROM THE GASOLINE STORAGE TANK BACK TO THE TANK TRUCK . IT IS REQUIRED FOR NON-RESALE TANKS WITH A THROUGHPUT OVER 120,000 GALLONS PER YEAR AS WELL AS FOR ALL RESALE TANKS. CHECK WHICH TYPE OF STAGE I VAPOR RECOVERY SYSTEM YOU HAVE?

2-POINT COAXIAL ¹ NONE ²

¹ Coaxial systems are not allowed to be installed in new installations after June 16, 1999 or reinstalled after this date in major modifications where the top of the tank is exposed and the vapor port bung is pre-configured to accept vapor recovery piping.

² The answer of "none" can only be accepted for non-resale tanks with annual throughput of less than 120,000 gallons per 12-month period.

b. **STAGE II VAPOR RECOVERY SYSTEM:** VAPORS FROM THE AUTOMOBILE GAS TANK ARE RETURNED TO THE GASOLINE STORAGE TANK.

YES NO

9. WILL THE FACILITY ALWAYS MEET THE FOLLOWING GASOLINE THROUGHPUT LIMITS BASED ON THE TYPES OF CONTROLS THAT WILL BE INSTALLED:

TYPE OF CONTROLS	MAXIMUM MONTHLY LIMIT	ROLLING TWELVE MONTH LIMITS
NO VAPOR RECOVERY (NON-RESALE)	10,000 GALLONS	120,000 GALLONS
STAGE I VAPOR RECOVERY	160,000 GALLONS	1,920,000 GALLONS
STAGE I AND II VAPOR RECOVERY	740,000 GALLONS	8,880,000 GALLONS

YES NO

The answer to question 9 must be yes to qualify for coverage under this general permit

10. STAGE 1 VAPOR-RECOVERY SYSTEM CONFIGURATION - IF YOU ARE A NON-RESALE GASOLINE OPERATION WITH AN ANNUAL THROUGHPUT OF LESS THAN 120,000 GALLONS PER YEAR, MARK THE N/A BOX AND SKIP TO QUESTION 12, OTHERWISE COMPLETE QUESTIONS 10 and 11.

N/A

a. WILL YOU REPLACE ANY PARTS OF YOUR STAGE I VAPOR RECOVERY SYSTEM FOR WHICH THERE IS A CARB SPECIFICATION WITH ONLY CARB-CERTIFIED COMPONENTS?

YES NO

The answer to question 10.a. must be yes to qualify for coverage under this general permit

b. DID YOU REPLACE ANY PARTS OF A STAGE I VAPOR RECOVERY SYSTEM AFTER JUNE 15, 1999?

YES NO

c. IF THE ANSWER TO THE ABOVE QUESTION IS YES, DID ALL PARTS OF YOUR STAGE I VAPOR RECOVERY SYSTEM FOR WHICH THERE IS A CARB-SPECIFICATION GET REPLACED WITH ONLY CARB-CERTIFIED COMPONENTS?

YES NO

If the answer is yes to 10.b. above, you must answer yes to 10.c. to qualify for coverage under this general permit

d. ARE ALL VAPOR RETURN LINES FROM YOUR GASOLINE STORAGE TANKS EQUIPPED WITH CARB-CERTIFIED, SPRING LOADED, VAPOR TIGHT, POPPETTED DRY BREAK VALVES?

YES NO

e. WILL YOU INSPECT THE VAPOR VALVES WEEKLY TO DETERMINE IF CLOSURE IS COMPLETE AND GASKETS ARE INTACT AND MAINTAIN A RECORD OF THE INSPECTION?

YES NO

The answer to questions 10.d. and 10.e. must be yes to qualify for coverage under this general permit

f. DO YOU HAVE ABOVE GROUND GASOLINE STORAGE TANKS?

YES NO

g. IF YOU HAVE ABOVE GROUND GASOLINE STORAGE TANKS, DO THEY OR WILL THEY (FOR NEW INSTALLATIONS) HAVE CARB-CERTIFIED FITTINGS WHEREVER CARB SO SPECIFIES?

YES NO N/A

If the answer is yes to 10.f. above, the answer to 10.g. must be yes to qualify for coverage under this general permit.

h. DO YOU HAVE TANKS INSTALLED AFTER JUNE 16, 1999?

YES NO

i. FOR TANKS INSTALLED AFTER JUNE 16, 1999, ARE CARB-CERTIFIED FITTINGS USED EXCLUSIVELY WHEREVER CARB SO SPECIFIES?

YES NO N/A

- j. FOR TANKS INSTALLED AFTER JUNE 16, 1999, DOES EACH GASOLINE TANK HAVE ITS OWN SEPARATE, FUNCTIONING 2-POINT VAPOR RETURN LINE?

YES NO N/A

If the answer is yes to 10.h. above, the answers to 10.i. and 10.j. must be yes to qualify for coverage under this general permit.

- k. IF YOU INSTALL A NEW TANK, WILL IT HAVE ITS OWN SEPARATE, FUNCTIONING 2-POINT VAPOR RETURN LINE?

YES NO

The answer to this question must be yes to qualify for coverage under this general permit.

11. **STAGE I VAPOR RECOVERY SYSTEM EQUIPMENT MAINTENANCE AND USE:**

- a. WILL YOU TAKE RESPONSIBILITY FOR ASSURING THAT THE REQUIRED STAGE I VAPOR RECOVERY EQUIPMENT IS PROPERLY CONNECTED AND IN USE AT ALL TIMES WHILE GASOLINE IS ACTIVELY BEING DROPPED/DELIVERED?

YES NO

- b. WILL YOU REFUSE DELIVERY OF GASOLINE FROM A DELIVERY VESSEL WHICH DOES NOT BEAR A CURRENT PRESSURE TEST CERTIFICATION DECAL ISSUED BY THE CONTROL OFFICER UNLESS THE FACILITY IS UNATTENDED OR THERE IS ONLY ONE PERSON UNDER CONTROL OF THE GASOLINE DISPENSING OPERATION?

YES NO

The answer to question 11.a. and 11.b. above must be yes to qualify for coverage under this general permit.

12. EXCEPT FOR NON-RESALE OPERATIONS WITH AN ANNUAL GASOLINE THROUGHPUT OF LESS THAN 120,000 GALLONS/YEAR, EACH GASOLINE TANK MUST HAVE ITS OWN LINE FOR RETURNING VAPORS TO THE TANK TRUCK. IF YOUR FACILITY IS REQUIRED TO HAVE STAGE I VAPOR RECOVERY, DOES EACH GASOLINE TANK HAVE ITS OWN VAPOR RETURN LINE?

YES NO N/A

Unless exempted from the requirement because you qualify as a small nonresale operation, you must answer yes to this question to qualify for Coverage under this general permit.

13. **OTHER RECORDKEEPING REQUIREMENTS:**

- a. WILL YOU KEEP RECORDS OF THE TOTAL AMOUNT OF GASOLINE RECEIVED AT THE FACILITY EACH MONTH?

YES NO

- b. WILL YOU CALCULATE AND RECORD MONTHLY THE ROLLING TWELVE MONTH TOTAL OR THE LAST COMPLETE MONTH PLUS THE PREVIOUS 11 MONTHS BY THE END OF THE FOLLOWING MONTH?

YES NO

- c. WILL YOU KEEP RECORDS OF REPAIRS, REPLACEMENTS, AND MODIFICATIONS OF ANY COMPONENT OF THE STAGE I VAPOR RECOVERY SYSTEM?

YES NO N/A

- d. WILL YOU RETAIN ALL RECORDS REQUIRED BY THE PERMIT FOR FIVE YEARS AND MAKE THEM AVAILABLE TO THE CONTROL OFFICER UPON REQUEST?

YES NO

All facilities must answer yes to questions 13.a. , b. and d. to qualify for coverage under this general permit. Non-resale facilities with throughput greater than 120,000 gallons per year and all resale operations must also answer yes to 13.c.

14. **SUBPART CCCCCC—NATIONAL EMISSION STANDARDS FOR HAZARDOUS AIR POLLUTANTS FOR SOURCE CATEGORY: GASOLINE DISPENSING FACILITIES:**

a. DOES YOUR FACILITY HAVE A MONTHLY THROUGHPUT OF 100,000 GALLONS OF GASOLINE OR MORE?

YES NO

If the answer to question 14 is yes, then please answer questions 14.a.1-4 below. The answers to questions 14.a.1-4 must be yes to qualify for coverage under this general permit.

1) DOES YOUR FACILITY AGREE TO COMPLY WITH THE FOLLOWING:

- a. Minimize gasoline spills.
- b. Clean up spills as expeditiously as practicable.
- c. Cover all open gasoline containers and all gasoline storage tank fill-pipes with a gasketed seal when not in use.
- d. Minimize gasoline sent to open waste collection systems that collect and transport gasoline to reclamation and recycling devices, such as oil/water separators.

YES NO

2) WILL YOUR FACILITY INSTALL AND OPERATE A VAPOR BALANCE SYSTEM ON YOUR GASOLINE STORAGE TANKS THAT MEETS THE REQUIREMENTS OF QUESTION 8A, ALONG WITH THE ADDITIONAL REQUIREMENTS LISTED BELOW?

- a. All vapor connections and lines on the storage tank shall be equipped with closures that seal upon disconnect.
- b. The vapor balance system shall be designed such that the pressure in the tank truck does not exceed 18 inches of water pressure or 5.9 inches water vacuum during product transfer.
- c. The vapor recovery and product adaptors, and the method of connection with the delivery elbow, shall be designed so as to prevent the over-tightening or loosening of fittings during normal delivery operations.
- d. If a gauge well separate from the fill tube is used, it shall be provided with a submerged drop tube that extends to within 6 inches from the bottom of the tank.
- e. Pressure/vacuum vent valves shall be installed on the storage tank vent pipes. For systems where vapors from vehicle refueling operations are not recovered, the positive cracking pressure shall be 13.8 inches of water and the negative cracking pressure shall be 6.9 inches of water. For systems where vapors from vehicle refueling operations are recovered (Stage II controls), the positive cracking pressure shall be 3 inches of water and the negative cracking pressure shall be 8 inches of water. Deviations of within ± 0.5 inches of the specified positive cracking pressures and ± 2.0 inches of the negative pressure are acceptable. The leak rates for pressure/vacuum valves, including connections, shall be less than or equal to 0.17 cubic foot per hour at a pressure of 2.0 inches of water and 0.21 cubic foot per hour at a vacuum of 4 inches of water
- f. The vapor balance system shall be capable of meeting the static pressure performance requirement of the following equation:

$$P_f = 2e^{-500.887/v}$$

Where:

P_f = Minimum allowable final pressure, inches of water.
 v = Total ullage affected by the test, gallons
 e = Dimensionless constant equal to approximately 2.718
2 = the initial pressure, inches water.

YES NO

3) WILL THE PERMITTEE DEMONSTRATE COMPLIANCE WITH THE LEAK RATE AND CRACKING PRESSURE REQUIREMENTS FOR PRESSURE-VACUUM VENT VALVES INSTALLED ON GASOLINE STORAGE TANKS USING THE TEST METHODS IDENTIFIED IN EITHER (a) OR (b), SPECIFIED BELOW?

- a. California Air Resources Board Vapor Recovery Test Procedure TP-201.1E - Leak Rate and Cracking Pressure of Pressure/Vacuum Vent Valves, adopted October 8, 2003
- b. Use alternative test methods and procedures in accordance with the alternative test method requirements in CFR §63.7(f).

YES NO

- 4) WILL THE PERMITTEE DEMONSTRATE COMPLIANCE WITH THE STATIC PRESSURE PERFORMANCE REQUIREMENT FOR VAPOR BALANCE SYSTEMS BY CONDUCTING A STATIC PRESSURE TEST ON GASOLINE STORAGE TANKS USING THE TEST METHODS IDENTIFIED IN EITHER (a) OR (b), SPECIFIED BELOW?
- a. California Air Resources Board Vapor Recovery Test Procedure TP-201.3 - Determination of 2-Inch WC Static Pressure Performance of Vapor Recovery Systems of Dispensing Facilities, adopted April 12, 1996, and amended March 17, 1999; or,
 - b. Use alternative test methods and procedures in accordance with the alternative test method requirements in CFR §63.7(f).

YES NO