Adopted 11/15/93
Revised 09/08/95

APPENDIX B
STANDARD PERMIT APPLICATION FORM AND FILING INSTRUCTIONS
MARICOPA COUNTY

FILING INSTRUCTIONS

No application shall be considered complete until the Control Officer has determined that all information required by this application form and the applicable statutes and regulations has been submitted. The Control Officer may waive certain application requirements for specific source types pursuant to Rules 200, 210, and/or 220 of these rules. For permit revisions, the applicant need only supply information which directly pertains to the revision. The Control Officer shall develop special guidance documents and forms to assist certain sources requiring Non-Title V permits in completing the application form and filing instructions. Guidance documents can be requested by contacting the Maricopa County Air Quality Department at the address and phone number given on the "Standard Permit Application Form".

In addition to the information required on the application form, the applicant shall supply the following:

1. Description of the process to be carried out in each unit (include Source Classification Code, if known).
2. Description of product(s).
3. Description of alternate operating scenario, if desired by applicant (include Source Classification Code, if known).
4. Description of alternate operating scenario product(s), if applicable.
5. A flow diagram for all processes.
6. A material balance for all processes (optional, only if emission calculations are based on a material balance).
7. Emissions related information:
    a. The source shall be required to submit the potential emissions of regulated air pollutants as defined in Rule 100 of these rules for all emission sources. Emissions shall be expressed in pounds per hour, tons per year, and such other terms as may be requested. Emissions shall be submitted using the standard "Emission Sources" portion of the "Standard Permit Application Form". Emissions information shall include fugitive emissions in the same manner as stack emissions, regardless of whether the source category in question is included in the list of sources contained in the definition of major source in Rule 100 of these rules.
    b. The source shall be required to identify and describe all points of emissions and to submit additional information related to the emissions of regulated air pollutants sufficient to verify which requirements are applicable to the source and sufficient to determine any fees pursuant to Rules 280 of these rules.
8. Citation and description of all applicable requirements as defined in Rule 100 of these rules including voluntarily accepted limits to Rule 220 of these rules.

9. An explanation of any voluntarily accepted limits established pursuant to Rule 220 of these rules and of any proposed exemptions from otherwise applicable requirements.
10. The following information to the extent it is needed to determine or regulate emissions or to comply with the requirements of Rule 220 of these rules:
    a. Maximum annual process rate for each piece of equipment which generates air emissions.
    b. Maximum annual process rate for the whole plant.
    c. Maximum rated hourly process rate for each piece of equipment which generates air emissions.
    d. Maximum rated hourly process rate for the whole plant.
    e. For all fuel burning equipment including generators, a description of fuel use, including the type used, the quantity used per year, the maximum and average quantity used per hour, the percent used for process heat (heat other than for HVAC or domestic hot water), and higher heating value of the fuel. For solid fuels and fuel oils, state the potential sulfur and ash content.
    f. A description of all raw materials used and the maximum annual and hourly, monthly, or quarterly quantities of each material used.
    g. Anticipated operating schedules:
        1. Percent of annual production by season.
        2. Days of the week normally in operation.
        3. Shifts or hours of the day normally in operation.
        4. Number of days per year in operation.
    h. Limitations on source operations and any work practice standards affecting emissions.
    i. A demonstration of how the source will meet any limitations accepted voluntarily pursuant to Rule 220 of these rules.
11. A description of all process and control equipment for which permits are required including:
    a. Name.
    b. Make (if available).
    c. Model (if available).
    d. Serial number (if available).
    e. Date of manufacture (if available).
    f. Size/production capacity.
    g. Type.
12. Stack Information:
    a. Identification.
    b. Description.
    c. Building dimensions.
    d. Exit gas temperature.
    e. Exit gas velocity.
    f. Height.
    g. Inside dimensions.

13. Site diagram which includes:
    a. Property boundaries.
    b. Adjacent streets or roads.
    c. Directional arrow.
    d. Elevation.
    e. Closest distance between equipment and property boundary.
    f. Equipment layout.
    g. Relative location of emission sources/points.
    h. Location of emission points and non-point emission areas.
    i. Location of air pollution control equipment.
14. Air pollution control information:
    a. Description of or reference to any applicable test method for determining compliance with each applicable requirement.
    b. Identification, description and location of air pollution control equipment, including spray nozzles and hoods, and compliance monitoring devices or activities.
    c. The rated and operating efficiency of air pollution control equipment.
    d. Data necessary to establish required efficiency for air pollution control equipment (e.g. air to cloth ratio for baghouses, pressure drop for scrubbers, and warranty information).
    e. Evidence that operation of the new or modified pollution control equipment will not violate any ambient air quality standards, or maximum allowable increases pursuant to Rule 500 of these rules.
15. Equipment manufacturer's bulletins and shop drawings may be acceptable where appropriate.
16. Compliance Plan:
    a. A description of the compliance status of the source with respect to all applicable requirements including, but not limited to:
        1. A demonstration that the source or modification will comply with the applicable requirements contained in Regulation III.
        2. A demonstration that the source or modification will comply with the applicable requirements contained in rules promulgated pursuant to A.R.S.§49-480.03.
        3. A demonstration that the source or modification will comply with the applicable requirements contained in rules promulgated pursuant to A.R.S.§49-480.04.
        4. A demonstration that the source or modification will comply with any voluntarily accepted limitations pursuant to Rule 220 of these rules.
    b. A compliance schedule as follows:
        1. For applicable requirements with which the source is in compliance, a statement that the source will continue to comply with such requirements.
        2. For applicable requirements that will become effective during the permit term, a statement that the source will meet such requirements on a timely

basis. A statement that the source will meet in a timely manner applicable requirements that become effective during the permit term shall satisfy this provision, unless a more detailed schedule is expressly required by the applicable requirement.

3. A schedule of compliance for sources that are not in compliance with all applicable requirements at the time of permit issuance. Such a schedule shall include a schedule of remedial measures, including an enforceable sequence of actions with milestones, leading to compliance with any applicable requirements for which the source will be in noncompliance at the time of permit issuance. This compliance schedule shall resemble and be at least as stringent as that contained in any judicial consent decree or administrative order to which the source is subject. Any such schedule of compliance shall be supplemental to, and shall not sanction noncompliance with, the applicable requirements on which it is based.

c. A schedule for submission of certified progress reports no less frequently than every 6 months for sources required to have a schedule of compliance to remedy a violation.

d. The compliance plan content requirements specified in this paragraph shall apply and be included in the acid rain portion of a compliance plan for an affected source, except as specifically superseded by regulations promulgated under Title IV of the Act with regard to the schedule and method(s) the source will use to achieve compliance with the acid rain emissions limitations.

17. Compliance certification:

a. A certification of compliance with all applicable requirements including voluntarily accepted limitations pursuant to Rule 220 of these rules by a responsible official consistent with Rule 210 or Rule 220 of these rules. The certification shall include:

1. Identification of the applicable requirements which are the basis of the certification.

2. A statement of methods used for determining compliance, including a description of monitoring, recordkeeping, and reporting requirements and test methods.

3. A schedule for submission of compliance certifications during the permit term to be submitted no less frequently than annually, or more frequently if specified by the underlying applicable requirement or by the permitting authority.

4. A statement indicating the source's compliance status with any applicable enhanced monitoring and compliance certification requirements.

5. A certification of truth, accuracy, and completeness pursuant to Rule 210 or Rule 220 of these rules.

b. Acid rain program compliance plan: Sources subject to the Federal acid rain regulations shall use nationally-standardized forms for acid rain portions of permit

applications and compliance plans, as required by regulations promulgated under Title IV of the Act.

18. A new major source as defined in Rule 240 of these rules or a major modification shall submit all information required in this Appendix and information necessary to show compliance with Rule 240 of these rules including, but not limited to:

a. For sources located in a nonattainment area:

1. In the case of a new major source as defined in Rule 240 of these rules or a major modification subject to an emission limitation which is LAER (Lowest Achievable Emission Rate) for that source or facility, the application shall contain a determination of LAER that is consistent with the requirements of the definition of LAER contained in Rule 240 of these rules. The demonstration shall contain the data and information relied upon by the applicant in determining the emission limitation that is LAER for the source or facility for which a permit is sought.

2. In the case of a new major source as defined in Rule 240 of these rules or a major modification subject to the demonstration requirement of Rule 240 of these rules, the applicant shall submit such demonstration in a form that lists and describes all existing major sources owned or operated by the applicant and a statement of compliance with all conditions contained in the permits or conditional orders of each of the sources.

3. In the case of a new major source as defined in Rule 240 of these rules or a major modification subject to the offset requirements described in Rule 240 of these rules, the applicant shall demonstrate the manner in which the new major source or major modification meets the requirements of Rule 240 of these rules.

4. An applicant for a new major source as defined in Rule 240 of these rules or a major modification for volatile organic compounds or carbon monoxide (or both) which will be located in a nonattainment area for ozone or carbon monoxide (or both) shall submit the analysis described in Rule 240 of these rules.

b. For sources located in an attainment area:

1. A demonstration of the manner in which a new major source or major modification which will be located in an attainment area for a pollutant for which the source is classified as a major source as defined in Rule 240 of these rules or the modification is classified as a major modification will meet the requirements of Rule 240 of these rules.

2. In the case of a new major source as defined in Rule 240 of these rules or major modification subject to an emission limitation which is BACT (Best Available Control Technology) for that source or facility, the application shall contain a determination of BACT that is consistent with the requirements of the definition of BACT contained in Rule 100 of these rules. The demonstration shall contain the data and information relied

upon by the applicant in determining the emission limitation that is BACT for the source or facility for which a permit is sought.

3. In the case of a new major source as defined in Rule 240 of these rules or major modification required to perform and submit an air impact analysis in the form prescribed in Rule 240 of these rules, such an analysis shall meet the requirements of Rule 240 of these rules. Unless otherwise exempted in writing by the Control Officer, the air impact analysis shall include all of the information and data specified in Rule 240 of these rules.

4. If an applicant seeks an exemption from any or all of the requirements of Rule 240 of these rules, the applicant shall provide sufficient information and data in the application to demonstrate compliance with the requirements of the subsection(s) under which an exemption is sought.

19. Calculations on which all information requested in this Appendix is based.

MARICOPA COUNTY
AIR QUALITY DEPARTMENT

1001 N. Central Ave., Ste 400
Phoenix, AZ 85004
(602) 506-6094

STANDARD PERMIT APPLICATION FORM

Internet Copy

(As required by A.R.S. § 49-480, and Chapter 3, Article 3, Arizona Administrative Code)

1. Permit to be issued to: (Business license name of organization that is to receive permit)

   _____

2. Mailing Address: _____

   City: _____ State: _____ ZIP: _____

3. Plant Name (if different from item #1 above): _____

4. Name (or names) of Owner or Operator: _____

   Phone: _____

5. Name of Owner's Agent: _____

   Phone: _____

6. Plant/Site Manager or Contact Person: _____

   Phone: _____

7. Proposed Equipment/Plant Location Address: _____

   City: _____ County: MARICOPA ZIP: _____

   Indian Reservation (if applicable): _____

   Section/Township/Range: _____

   Latitude: ___° ___' ___" Longitude: ___° ___' ___" Elevation: ____ft.

8. General Nature of Business: _____

   _____

   Standard Industrial Classification Code: _____

9. Type of Organization: ☐ Corporation ☐ Individual Owner ☐ Partnership

   ☐ Government Entity (Government Facility Code: _____)

   ☐ Other: _____

10. Permit Application Basis: ☐ New Source ☐ Revision ☐ Renewal of Existing Permit

    ☐ Portable Source ☐ General Permit (Check all that apply)

    For renewal or modification, include existing permit number: _____

    Date of Commencement of Construction or Modification: _____

    Is **any** of the equipment to be leased to another individual or entity? ☐ Yes ☐ No

11. Signature of Responsible Official of Organization _____

    Official Title of Signer: _____

12. Typed or Printed Name of Signer: _____

    Date: _____ Phone Number: _____

COMPANY NAME & LOCATION _____

EMISSION SOURCES

PAGE ___ OF ___
DATE _____

Estimated Potential to Emit as per Rule 100.
Review of applications and issuance of permits will be expedited by supplying all necessary information on this Table.

REGULATED AIR POLLUTANT DATA					EMISSION POINT DISCHARGE PARAMETERS									
EMISSION POINT (1)		CHEMICAL COMPOSITION OF TOTAL STREAM	R. AIR POLLUTANT EMISSION RATE		UTM COORDINATES OF EMISSION POINT (5)			STACK SOURCES (6)					NONPOINT SOURCES (7)	
NUMBER	NAME	REGULATED AIR POLLUTANT NAME (2)	#/HR. (3)	TONS /YEAR (4)	ZONE	EAST (Mtrs.)	NORTH (Mtrs.)	HEIGHT ABOVE GROUND /feet	HEIGHT ABOVE STRUC. /feet	EXIT DATA DIA. (ft.)	EXIT DATA VEL. (fps.)	EXIT DATA TEMP. (°F)	LENGTH (ft.)	WIDTH (ft.)

GROUND ELEVATION OF FACILITY ABOVE MEAN SEA LEVEL _____feet
ADEQ STANDARD CONDITIONS ARE 293K AND 101.3 KILOPASCALS (A.A.C. R18-2-101)

General Instructions:

(1) Identify each emission point with a unique number for this plant site, consistent with emission point identification used on plot plan, previous permits, and Emissions Inventory Questionnaire. Include fugitive emissions. Limit emission point number to eight (8) character spaces. For each emission point use as many lines as necessary to list regulated air pollutant data. Typical emission point names are: heater, vent, boiler, tank, reactor, separator, baghouse, fugitive, etc. Abbreviations are O.K.

(2) Components to be listed include regulated air pollutants as defined in R18-2-101. Examples of typical component names are: Carbon Monoxide (CO), Nitrogen Oxides (NO_X), Sulfur Dioxide (SO_2), Volatile Organic Compounds (VOC), particulate matter (PM), particulate less than 10 microns (PM_{10}), etc. Abbreviations are O.K.

(3) Pounds per hour (#/HR) is maximum potential emission rate expected by applicant.

(4) Tons per year is annual maximum potential emission expected by applicant, which takes into account process operating schedule.

(5) As a minimum applicant shall furnish a facility plot plan as described in the filing instructions. UTM coordinates are required only if the source is a major source or is required to perform refined modeling for the purposes of demonstrating compliance with ambient air quality guidelines.

(6) Supply additional information as follows if appropriate:
   (a) Stack exit configuration other than a round vertical stack. Show length and width for a rectangular stack. Indicate if horizontal discharge with a note.
   (b) Stack's height above supporting or adjacent structures if structure is within 3 "stack height above the ground" of stack.

(7) Dimensions of nonpoint sources as defined in R18-2-101.