

The purpose of this help sheet is to provide information to new and existing facilities with the Authority to Operate (ATO) under the Wood Furniture, Fixture, and Millwork Operations General Permit. Please note the information provided in this help sheet is not all inclusive of the permit conditions. Please ensure you fully read, understand, and comply with all permit conditions as you are still subject to the entirety of the permit and all applicable rules.

Compliance Tips



Cover all paints, coatings, solvents, and any VOC-containing materials (including solvent-dipped rags and waste materials) to minimize emissions.



Conduct monthly VOC leak detection inspections. Repair or replace any leaking equipment.



Conduct annual operator training with new and existing employees to reduce VOC emissions.



Verify the VOC contents of your products do not exceed county VOC limits.



Ensure you have an up-to-date and approved operations and maintenance (O&M) plan for any emission control equipment vented outdoors, such as dust collectors. Keep up with regular maintenance of the equipment.



Ensure your ATO is posted in a visible location.



Educate all employees on what to expect if an inspector arrives on-site.



Recordkeeping Requirements

Woodworking Records

- List the current woodworking equipment used and the horsepower rating of each piece.
- Record the monthly and 12-month rolling total amount of sawdust generated.
- Monitor and maintain any control equipment specified in the approved O&M plan.

Coating Records

- Maintain a list of all VOC-containing products, stating the name and VOC content for each.
- Keep monthly totals for each material purchased.
- Calculate and record the 12-month rolling total VOC emissions.

Training Records

- Record the names of employees who have completed annual operator training to reduce VOC emissions and the date the training was completed.

Recordkeeping Templates

Fillable spreadsheets are available for use as recordkeeping templates. These templates are available online at: maricopa.gov/1814

Woodworking

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! Areas of Concern

Operations and Maintenance

If a facility has an emission control system such as a baghouse or dust collector that exhausts outside of the building, an approved O&M plan must be followed.

- Establish ranges for the key operating parameters for each control device.
- Take corrective action if operating outside the specified range or shut down.
- Submit, modification form if changes are needed.

VOC Disposal

All VOCs must be stored and disposed of in closed containers to minimize evaporation. This includes rags, waste coatings, waste solvents, and their residues.

Spray Gun Requirements

Paints exceeding 1 lb VOC/lb solids must use a low pressure spray gun, HVLP gun, airless, air-assisted airless, or electrostatic system. Conventional spray guns may be used only under specific conditions.

Remember to...

Pay the annual fee.

An annual administrative fee is due every year on the date of ATO issuance. To ensure you receive your annual invoice, please update any changes to your contact information by completing a Contact Information Update Form online:

maricopa.gov/DocumentCenter/View/5581

Paying your annual fee does not renew your ATO.

Renew your ATO prior to the pre-set expiration date.

The Wood Furniture, Fixture, and Millwork Operations General Permit expires on May 24, 2023 and every five years thereafter, regardless of when your ATO was issued. No renewal fee is required. The renewal application can be found at:

maricopa.gov/DocumentCenter/View/7035



i Helpful Links

Permit Conditions:

maricopa.gov/DocumentCenter/View/16985

Rule 342:

maricopa.gov/DocumentCenter/View/5271

Rule 346:

maricopa.gov/DocumentCenter/View/5275

O&M Plan:

maricopa.gov/DocumentCenter/View/7041

Recordkeeping Templates and Training Videos:

maricopa.gov/1814

? Need Help?

The Business Assistance office is available to conduct courtesy site visits. These visits may be helpful if you have site-specific questions, would like to review your permit conditions, or are preparing for an upcoming inspection.

maricopa.gov/1793

602-506-5102

AQBusinessAssistance@maricopa.gov