



Maricopa County Air Quality Department

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[Maricopa.gov/AQ](http://Maricopa.gov/AQ)

# Submitting an Asbestos NESHAP Notification Revision

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How to submit a notification revision through the AQD  
Online Portal

Maricopa County Air Quality Department

August 2020

## Submitting an Asbestos NESHAP Notification Revision

Once an Asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP) Notification is submitted through the Maricopa County Air Quality (MCAQD) Online portal, a revision to the notification can also be submitted using the instructions below. The most common revisions submitted to MCAQD are:

- Changes to project start date and end date.
- Changes to regulated asbestos containing material (RACM) or asbestos containing material (ACM) amounts.
- Landfill or transport changes.

A revision must be submitted when RACM changes by more than 20%. Please note that some changes to your notification may require additional payment. If so, you will be directed to a secure payment portal during the revision process.

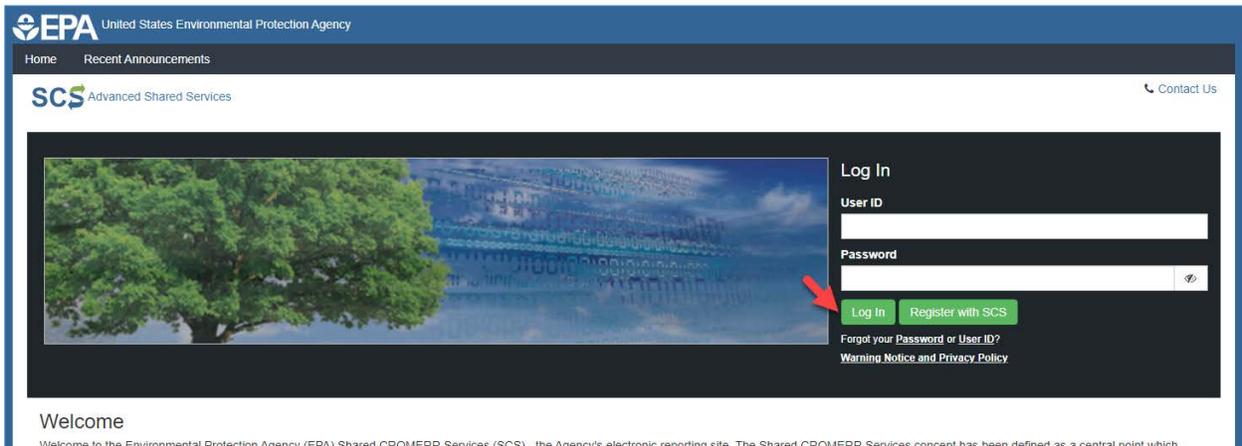
## Step 1

Using Google Chrome as your internet browser, go to the EPA's SCS electronic reporting site, [Encromerr.epa.gov](http://Encromerr.epa.gov). Please note other internet browsers will not support the SCS/AQD Online Portal (IMPACT) system. You must also enable pop-ups on your internet browser.

To enable pop-ups on Google Chrome:

1. On your computer, open Chrome.
2. At the top right, select the three dots  then select **Settings**.
3. At the bottom, select **Advanced**.
4. Under "Privacy and Security," select **Site Settings**.
5. Select **Pop-ups and Redirects**.
6. At the top, turn the setting to **Allowed** to disable the pop-up blocker altogether.

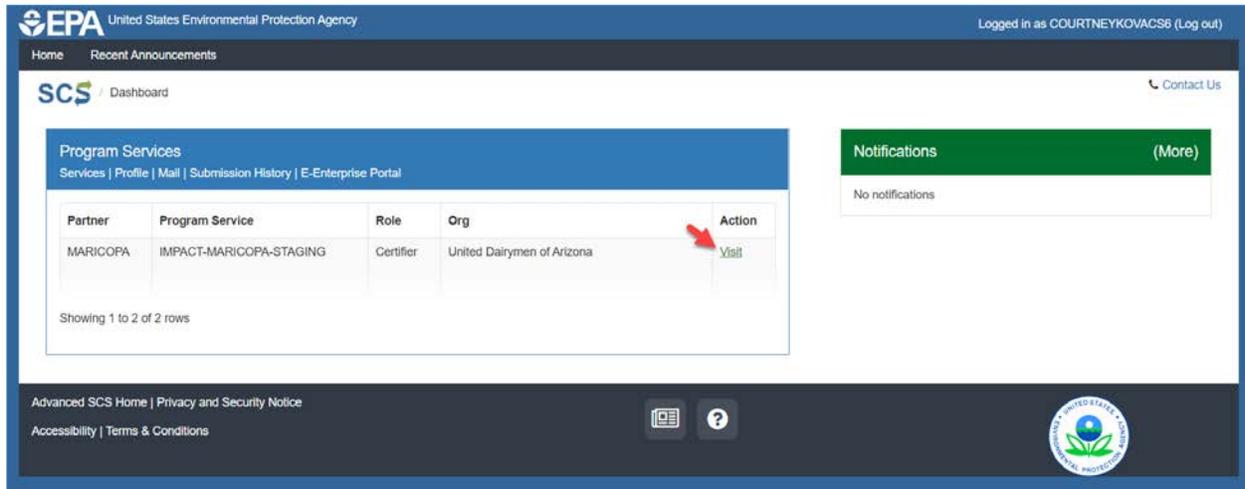
Once you have accessed the EPA's SCS electronic reporting site, enter your log in information and select **Log In**.



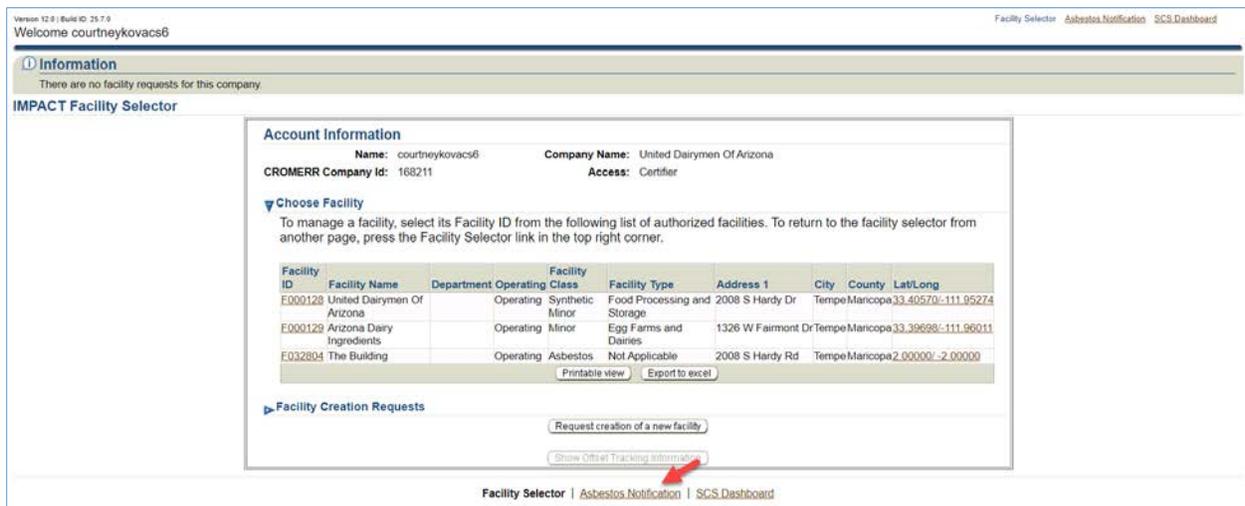
The screenshot shows the EPA's SCS login page. The header includes the EPA logo and "United States Environmental Protection Agency". Below the header, there are navigation links for "Home" and "Recent Announcements", and a "Contact Us" link. The main content area features a large image of a tree and a login form. The login form has fields for "User ID" and "Password", a "Log In" button, and a "Register with SCS" button. A red arrow points to the "Log In" button. Below the login form, there are links for "Forgot your Password or User ID?" and "Warning Notice and Privacy Policy".

## Step 2

From the dashboard, select the **Visit** action beside the organization for which you are submitting the Asbestos NESHAP notification revision.



On the IMPACT Facility Selector page, select **Asbestos Notification**.



From the Asbestos Notifications screen, select the **Notification Number** that you are revising under Submitted Asbestos Notifications.

Version: 12.0 | Build ID: 2599  
Welcome courtneykovacs6

Facility Selector | Asbestos Notification | SCS Dashboard

Asbestos Notifications | Submitted Asbestos Notifications | Invoices

**Submitted Asbestos Notifications**

Notification Number	Facility ID	Facility Name	Status	Previous Notification Number	Created Date	Submitted Date	Removal Start Date	Removal End Date	Demolition Start Date	Demolition End Date	Expiration Date	Closed Date	Legacy ASB Number	Asbestos Zone	Invoice Number	Total Charges	Balance
ASB0000004	F032804	The Building	Dormant		07/09/2020	07/09/2020			07/25/2020	07/25/2020	07/09/2021			Zone 6	IV004821	\$600.00	\$0.00
ASB0000037	F032820	Mail	Dormant		07/17/2020	07/17/2020			07/17/2020	07/20/2020	07/17/2021			Zone 6	IV004915	\$600.00	\$0.00

Printable view | Export to excel

Asbestos Notifications | Asbestos Notification Detail | Invoices | Facility Selector | Asbestos Notification | SCS Dashboard

From the Asbestos Notification Detail screen, scroll down to the bottom of the page and select **Revise Notification**.

Property Owner  
 Revise Notification  
 Follow 40 CFR 61, §61.145(c) Procedures

Fee required for RACM removal at or above: 260 Linear Feet, 160 Square Feet, or 35 Cubic Feet. Demolition fee required for all NESHAP facilities. Fee Schedule: Rule 280, Sec. 313.2 One single family residence is exempt. Two or more are regulated.

References: Title 40, Code of Federal Register, Part 61, Subpart M, Asbestos NESHAP §61.145(b), Arizona Revised Statutes, Title 49, §§49-421 & 471 et. Seq., and Arizona Administrative Code, Title 18, Chapter 2, Air Pollution Control, Article II, §R18-2-1101. Maricopa County Air Pollution Control Regulations, Rule 370, §301.8

Asbestos Notification Permit Technician: 602-506-6010  
 Asbestos Hot Line: 602-506-6708

**Asbestos Notification Fee**  
 Asbestos Notification Fee: \$600.00

**Attachments**

Attachment ID	Attachment Type	Description

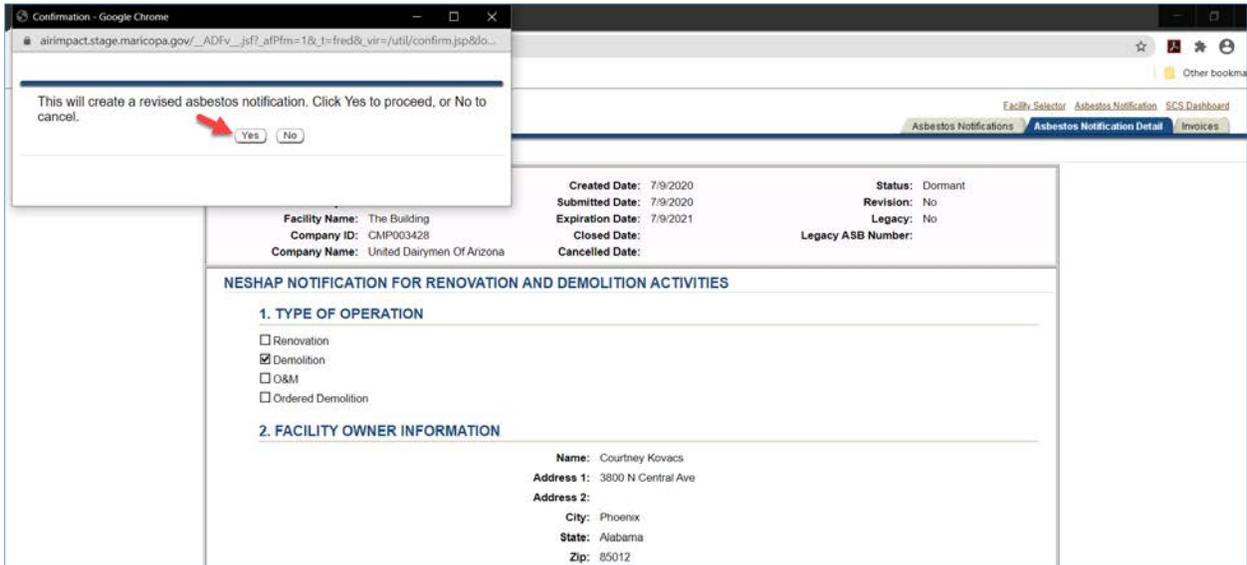
Add | Printable view | Export to excel

Download/Print | Show Associated Invoices

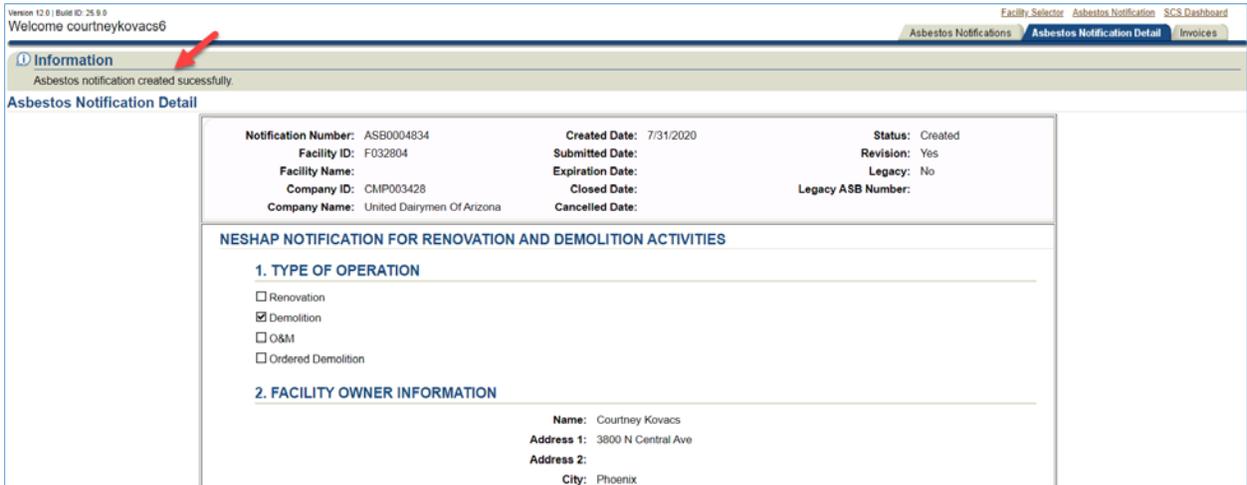
Revise Notification | Cancel Notification

Asbestos Notifications | **Asbestos Notification Detail** | Invoices | Facility Selector | Asbestos Notification | SCS Dashboard

A pop-up screen will appear, select **Yes** to continue.



A notification will appear at the top of the screen indicating, “Asbestos notification created successfully”.



Scroll down to the bottom of the page and select **Edit**. You can now begin to revise your Asbestos NESHAP notification.

References: Title 40, Code of Federal Register, Part 61, Subpart M, Asbestos NESHAP §61.145(b). Arizona Revised Statutes, Title 49, §§49-421 & 471 et. Seq., and Arizona Administrative Code, Title 18, Chapter 2, Air Pollution Control, Article II, §R18-2-1101. Maricopa County Air Pollution Control Regulations, Rule 370, §301.8

Asbestos Notification Permit Technician: 602-506-6010  
Asbestos Hot Line: 602-506-6708

**Asbestos Notification Fee**  
Asbestos Notification Fee: \$0.00

**Attachments**

Attachment ID	Attachment Type	Description

[Asbestos Notifications](#) | [Asbestos Notification Detail](#) | [Invoices](#) | [Facility Selector](#) | [Asbestos Notification](#) | [SCS Dashboard](#)

### Step 3

Once you have entered your revisions, select **Save** at the bottom of the screen.

**18. DESCRIPTION OF PROCEDURES TO BE FOLLOWED IN THE EVENT THAT UNEXPECTED RACM IS FOUND OR CATEGORY II NONFRIABLE ACM BECOMES CRUMPLED, PULVERIZED, OR REDUCED TO POWDER**

Stop Work  
 Notify Owner  
 Revise Notification  
 Follow 40 CFR 61, §61.145(c) Procedures

Fee required for RACM removal at or above: 260 Linear Feet, 160 Square Feet, or 35 Cubic Feet. Demolition fee required for all NESHAP facilities. Fee Schedule: Rule 280, Sec. 313.2 One single family residence is exempt. Two or more are regulated.

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Maricopa County Air Quality NESHAP Coordinator: (602) 506-6708 / 372-0587

*Send a Copy of Notification to: AZ Division of Occupational Safety & Health, 800 W. Washington St. Phoenix, AZ 85007 (602) 542-5795*

**Attachments**

Attachment ID	Attachment Type	Description

If successful, a notification will appear at the top of the screen indicating, “Notification saved successfully”.

Version: 12.8 | Build ID: 28.7.8  
Welcome courtneykovacs6

Facility Selector | Asbestos Notification | SCS Dashboard  
Asbestos Notifications | **Asbestos Notification Detail** | Invoices

**Information**  
Notification saved successfully

**Asbestos Notification Detail**

Notification Number: ASB0000004	Created Date: 7/9/2020	Status: Created
Facility ID:	Submitted Date:	Revision: No
Facility Name:	Expiration Date:	Legacy: No
Company ID: CMP003428	Closed Date:	Legacy ASB Number:
Company Name: United Dairymen Of Arizona		

**NESHAP NOTIFICATION FOR RENOVATION AND DEMOLITION ACTIVITIES**

**1. TYPE OF OPERATION**

Renovation  
 Demolition  
 O&M  
 Ordered Demolition

**2. FACILITY OWNER INFORMATION**

Name: Courtney Kovacs  
 Address 1: 3800 N Central Ave  
 Address 2:  
 City: Phoenix

From this screen, scroll down to the bottom of the page and select **Validate**.

NESHAP facilities. Fee Schedule: Rule 280, Sec. 313.2 One single family residence is exempt. Two or more are regulated.

References: Title 40, Code of Federal Register, Part 61, Subpart M, Asbestos NESHAP §61.145(b). Arizona Revised Statutes, Title 49, §§49-421 & 471 et. Seq., and Arizona Administrative Code, Title 18, Chapter 2, Air Pollution Control, Article II, §R18-2-1101. Maricopa County Air Pollution Control Regulations, Rule 370, §301.8

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Send a Copy of Notification to: AZ Division of Occupational Safety & Health, 800 W. Washington St. Phoenix, AZ 85007 (602) 542-5795

**Attachments**

Attachment ID	Attachment Type	Description
<input type="button" value="Add"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>		
<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Validate"/>		
<input type="button" value="Download/Print"/>		

Asbestos Notifications | **Asbestos Notification Detail** | Invoices | Facility Selector | Asbestos Notification | SCS Dashboard

If successful, a notification will appear at the top of the screen indicating, “Notification validated successfully”.

Version: 12.9 | Build ID: 25.7.9  
Welcome courtneykovacs6

Facility Selector | Asbestos Notification | SCS Dashboard  
Asbestos Notifications | **Asbestos Notification Detail** | Invoices

**Information**  
Notification validated successfully

**Asbestos Notification Detail**

<b>Notification Number:</b> ASB0000004	<b>Created Date:</b> 7/9/2020	<b>Status:</b> Created
<b>Facility ID:</b>	<b>Submitted Date:</b>	<b>Revision:</b> No
<b>Facility Name:</b>	<b>Expiration Date:</b>	<b>Legacy:</b> No
<b>Company ID:</b> CMP003428	<b>Closed Date:</b>	<b>Legacy ASB Number:</b>
<b>Company Name:</b> United Dairymen Of Arizona		

**NESHAP TYPE FOR RENOVATION AND DEMOLITION ACTIVITIES**

**1. TYPE OF OPERATION**

Renovation  
 Demolition  
 O&M  
 Ordered Demolition

**2. FACILITY OWNER INFORMATION**

**Name:** Courtney Kovacs  
**Address 1:** 3800 N Central Ave  
**Address 2:**  
**City:** Phoenix

Scroll down to the bottom of the page and select **Submit**.

NESHAP facilities. Fee Schedule: Rule 280, Sec. 313.2 One single family residence is exempt. Two or more are regulated.

References: Title 40, Code of Federal Register, Part 61, Subpart M, Asbestos NESHAP §61.145(b). Arizona Revised Statutes, Title 49, §§49-421 & 471 et. Seq., and Arizona Administrative Code, Title 18, Chapter 2, Air Pollution Control, Article II, §R18-2-1101. Maricopa County Air Pollution Control Regulations, Rule 370, §301.8

Maricopa County Air Quality NESHAP Coordinator: (602) 506-6708 / 372-0587

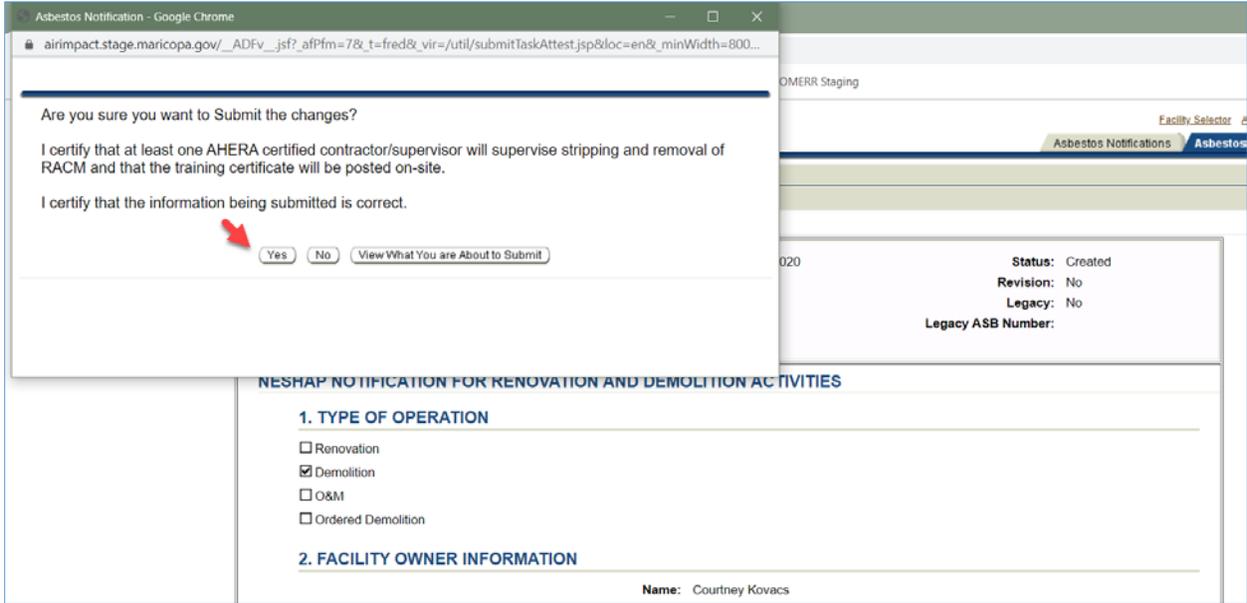
*Send a Copy of Notification to: AZ Division of Occupational Safety & Health, 800 W. Washington St. Phoenix, AZ 85007 (602) 542-5795*

**Attachments**

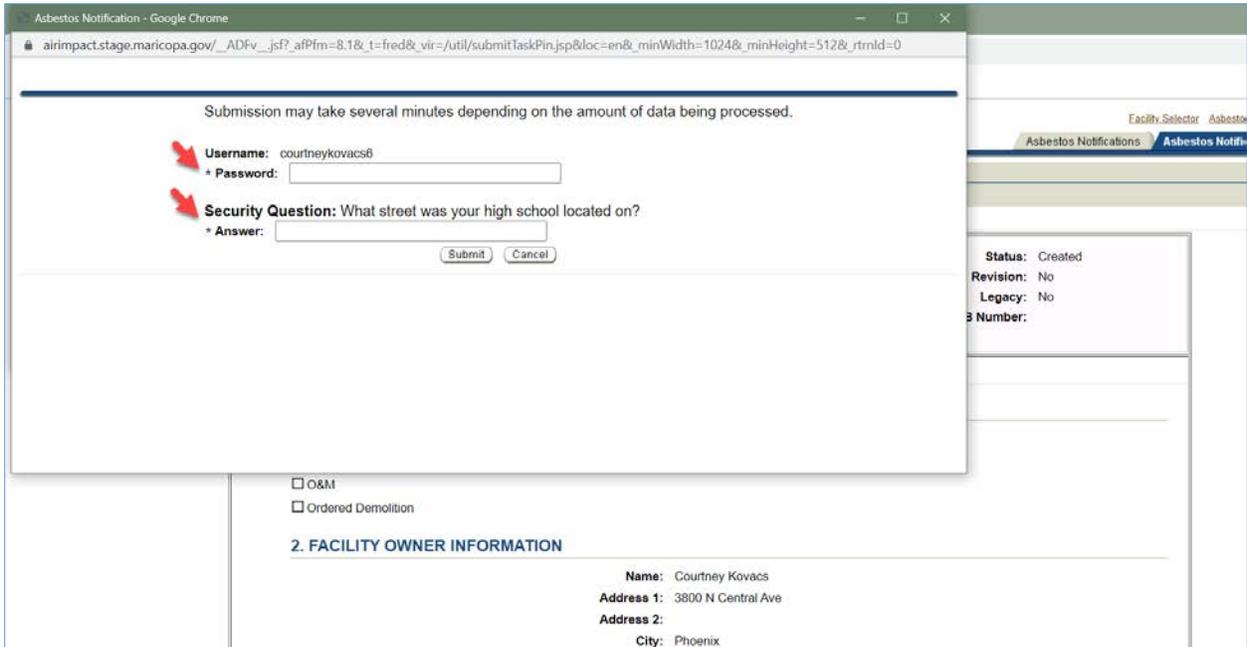
Attachment ID	Attachment Type	Description
<input type="button" value="Add"/> <input type="button" value="Printable view"/> <input type="button" value="Export to excel"/>		
<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Validate"/> <input type="button" value="Submit"/>		
<input type="button" value="Download/Print"/>		

Asbestos Notifications | **Asbestos Notification Detail** | Invoices | Facility Selector | Asbestos Notification | SCS Dashboard

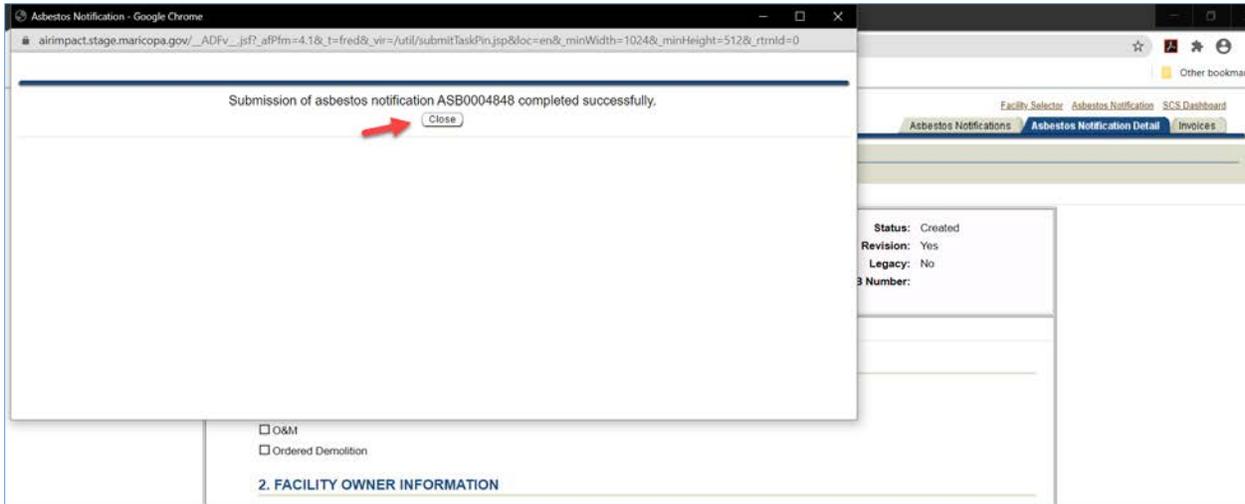
A pop-up screen will appear, select **Yes** to continue.



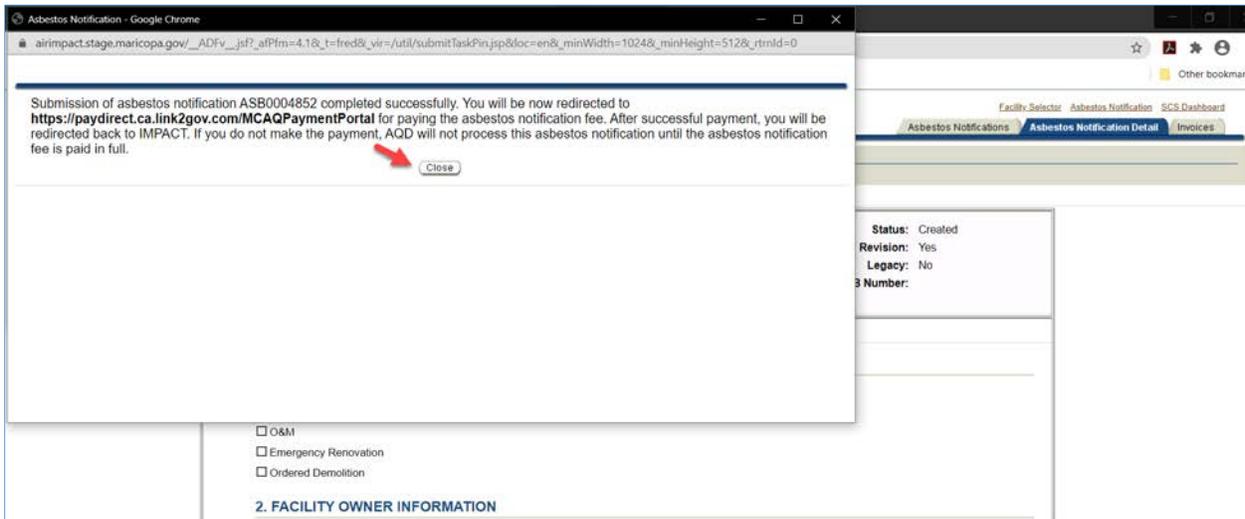
Next, enter your SCS Account password and answer to the security question.



If payment is not required, a pop-up screen will appear indicating that the asbestos notification was completed successfully. Select **Close**.



If payment is required, you will be directed to a secure payment portal. Select **Close**.



Enter your payment information into the required fields. Select **Continue** to proceed.

MARICOPA COUNTY AZ FIS Biller Solutions

Air Quality Department

**Payment Entry**

Payment Method: Credit or Debit Card

**Card Information**

Card Number:

Expiration Date: Month  Year

Card Identification Code:

DISCOVER, MASTERCARD, VISA

**Billing Information**

Name:

Address:

City:

State: Arizona

Zip:

Phone:

Email:

Re-enter Email:

Cancel Continue

Next, review the payment information and select **Process Payment**.

MARICOPA COUNTY AZ FIS Biller Solutions

Air Quality Department

**Payment Review**

Invoice ID : IV004821

Facility Name :

Company Name :

Charge Type	Charge Description	Payment Amount
ANPR	Asbestos Notification Fee	\$600.00
		Payment Amount: \$600.00

**Card Information**

Card Number:

Expiration Date:

Payment Type: MASTERCARD

**Billing Information**

Name:

Country:

Address:

City:

State:

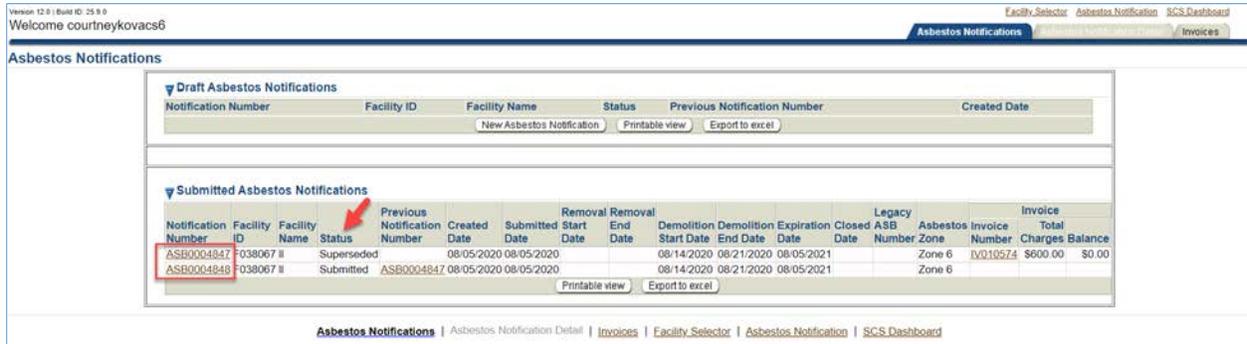
Zip:

Phone:

Email:

Go Back/Edit Cancel Process Payment

Now you will be directed back to the Asbestos Notifications page where you will see all notifications submitted under Submitted Asbestos Notifications.



You can view the status of your submitted Asbestos NESHAP Notifications under Status. See the chart below describing the various notification statuses.

Active	A notification that was submitted AND the activity has started. This is based on the dates entered in the notification. The notification has not yet passed Activity End Date.
Closed	A notification that has passed its expiration date (one calendar year or December 31, depending on type).
Created	A notification has been created, but not submitted.
Dormant	A notification that has passed the Activity End Date but still has time left before the notification expires. Applicant can submit a revision to the notification that changes the work dates and continue to work under the notification.
Hold	Notification on hold.
Payment Pending	Notification was submitted but not paid yet. <b>The 10-day waiting period does not start until payment is received.</b>
Submitted	A notification was submitted and paid for, but has not yet reached the Activity Start Date listed in the application.
Superseded	A notification that has been replaced with a newer version. This is done through either a revision or a new notification (ex, when one year expires).

If you have any further questions, contact the department at 602-506-7833 or email [AQDImpact@maricopa.gov](mailto:AQDImpact@maricopa.gov).