

S-1: Standard Air Pollution Control Permit Application Form
(Covered Source Permit and Noncovered Source Permit)

State of Hawaii
Department of Health
Environmental Management Division
Clean Air Branch
P.O. Box 3378 • Honolulu, HI 96801-3378 • Phone: (808) 586-4200

1. Company Name: _____
2. Facility Name (if different from the Company): _____
3. Mailing Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone Number: _____
4. Name of Owner/Owner's Agent: _____
 Title: _____ Phone: _____
 Mailing Address: _____
 City: _____ State: _____ Zip Code: _____
5. Plant Site Manager/Other Contact: _____
 Title: _____ Phone: _____
 Mailing Address: _____
 City: _____ State: _____ Zip Code: _____
6. Permit Application Basis: (Check all applicable categories.)
 Initial Permit for a New Source Initial Permit for an Existing Source
 Renewal of Existing Permit General Permit
 Temporary Source Transfer of Permit
 Modification to a Covered Source: ➔ Is Modification? Significant Minor Uncertain
 Modification to a Noncovered Source
7. If renewal or modification, include existing permit number: _____
8. Does the Proposed Source require a County Special Management Area Permit? Yes No
9. Type of Source (Check One): Covered Source Covered and PSD Source
 Noncovered Source Uncertain
10. Standard Industrial Classification Code (SICC), if known: _____

11. Proposed Equipment/Plant Location (e.g. street address): _____

City: _____ State: _____ Zip Code: _____

UTM Coordinates (meters): East: _____ North: _____

UTM Zone: _____ UTM Horizontal Datum: Old Hawaiian NAD-27 NAD-83

12. General Nature of Business: _____

13. Date of Planned Commencement of Construction or Modification: _____

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

15. Type of Organization: Corporation Individual Owner Partnership

Government Agency (Government Facility Code: _____)

Other: _____

Any applicant for a permit who fails to submit any relevant facts or who has submitted incorrect information in any permit application shall, upon becoming aware of such failure or incorrect submittal, promptly submit such supplementary facts or corrected information. In addition, an applicant shall provide additional information as necessary to address any requirements that become applicable to the source after the date it filed a complete application, but prior to the issuance of the noncovered source permit or release of a draft covered source permit. (HAR §11-60.1-64 & 11-60.1-84)

RESPONSIBLE OFFICIAL (as defined in HAR §11-60.1-1)

Name (Last): _____ (First): _____ (MI): _____

Title: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Certification by Responsible Official (pursuant to HAR §11-60.1-4)

I certify that I have knowledge of the facts herein set forth, that the same are true, accurate and complete to the best of my knowledge and belief, and that all information not identified by me as confidential in nature shall be treated by the Department of Health as public record. I further state that I will assume responsibility for the construction, modification, or operation of the source in accordance with the Hawaii Administrative Rules (HAR), Title 11, Chapter 60.1, Air Pollution Control, and any permit issued thereof.

NAME (Print/Type): _____

(Signature): _____ Date: _____

FOR AGENCY USE ONLY:
File/Application No.: _____
Island: _____
Date Received: _____

Submit the following documents as part of your application:

- A. The **Emissions Units Table**, filled in as completely as possible. Use separate sheets of paper as needed. General instructions include the following:
1. Identify each **emission point** with a unique number for this plant site, consistent with emission point identification used on the location drawing and previous permits; if known, provide the SICC number. Emission points shall be identified and described in sufficient detail to establish the basis for **fees** and applicability of requirement of HAR, Chapter 11-60.1. Examples of emission point names are: heater, vent, boiler, tank, baghouse, fugitive, etc. Abbreviations may be used.
 - a. For each emission point use as many lines as necessary to list regulated and hazardous air pollutant data. For hazardous air pollutants, also list the Chemical Abstracts Service number (CAS#).
 - b. Indicate the emission points that discharge together for any length of time.
 - c. The **Equipment Date** is the date of equipment construction, reconstruction, or modification. Provide supporting documentation.
 2. State the **maximum emission rates** in terms sufficient to establish compliance with the applicable requirements and standard reference test methods. Provide all supporting emission calculations and assumptions:
 - a. Include all regulated and hazardous air pollutants and air pollutants for which the source is major, as defined in HAR §11-60.1-1. Examples of regulated pollutant names are: Carbon Monoxide (CO), Nitrogen Oxides (NO_x), Sulfur Dioxide (SO₂), Volatile Organic Compounds (VOC), particulate matter (PM), and particulate less than 10 microns (PM₁₀). Abbreviations may be used.
 - b. Include fugitive emissions.
 - c. **Pounds per hour (#/HR)** is the maximum potential emission rate expected by applicant.
 - d. **Tons per year** is the annual maximum potential emissions expected by the applicant, taking into account the typical operating schedule.
 3. Describe **Stack Source Parameters**:
 - a. **Stack Height** is the height above the ground.
 - b. **Direction** refers to the exit direction of stack emissions: up, down or horizontal.
 - c. **Flow Rate** is the actual, not the calculated, flow rate.
 4. Provide any additional information, if applicable, as follows:
 - a. If combinations of different fuels are used that cause any of the stack source parameters to differ, complete one row for each possible set of stack parameters and identify each fuel in the **Equipment Description**.
 - b. For a rectangular stack, indicate the length and width.
 - c. Provide any information on stack parameters or any stack height limitations developed pursuant to Section 123 of the Clean Air Act.
- B. A **process flow diagram** identifying all equipment used in the process, including the following:
1. Identify and describe each emission point.
 2. Identify the locations of safety valves, bypasses, and other such devices which when activated may release air pollutants to the atmosphere.
- C. A **facility location map**, drawn to a reasonable scale and showing the following:
1. The property involved and all structures on it. Identify property/fence lines plainly.
 2. Layout of the facility.
 3. Location and identification of the proposed emissions unit on the property.
 4. Location of the property and equipment with respect to streets and all adjacent property. Show the location of all structures within 100 meters of the applicant's emissions unit. Provide the building dimensions (height, length, and width) of all structures that have heights greater than 40% of the stack height of the emissions unit.
- D. Provide a description of any proposed modifications or permit revisions. Include any justification or supporting information for the proposed modifications or permit revisions.

Company Name: _____

File No.: _____

Location: _____

(Make as many copies of this page as necessary)

Page ____ of ____

EMISSIONS UNITS TABLE

Review of applications and issuance of permits will be expedited by supplying all necessary information on this table.

AIR POLLUTANT DATA: EMISSION POINTS				AIR POLLUTANT	AIR POLLUTANT EMISSION RATE		UTM Zone: _____ Horizontal Datum ^a : _____		STACK SOURCE PARAMETERS						
Stack No.	Unit No.	Equipment Name/ Description & SICC number	Equipment Date	Regulated/ Hazardous Air Pollutant Name & CAS#	#/ HR	Tons/ YR	Coordinates (mtrs)		Stack Height (mtrs)	Direction (u/d/h) ^b	Inside Diameter (mtrs)	Velocity (m/s)	Flow Rate (m ³ /s)	Temp. (° K)	Capped (Y/N)
							East								
							North								
							East								
							North								
							East								
							North								
							East								
							North								
							East								
							North								
							East								
							North								
							East								
							North								
							East								
							North								
							East								
							North								

^a Specify UTM Horizontal Datum as Old Hawaiian, NAD-83, or NAD-27

^b Specify the direction of the stack exhaust as u = upward, d = downward, or h = horizontal

S-7: Application for a Minor Modification to a Covered Source

In providing the required information, reference the corresponding letters and numbers listed below.

Provide a minimum of **two (2)** sets (1 original and 1 copy) of all application materials to the Hawaii Department of Health. Also, mail **one (1)** set directly to EPA at the following address:

Chief (Attention: AIR-3)
Permits Office, Air Division
U.S. Environmental Protection Agency
Region 9
75 Hawthorne Street
San Francisco, CA 94105

I. In accordance with Hawaii Administrative Rules (HAR) §11-60.1-103, the following information is required:

- A. A clear description of all changes.
- B. A statement of why the modification is determined to be minor, and a request that minor modification procedures be used.
- C. Cite and describe any new applicable requirements as defined in HAR §11-60.1-81 that will apply if the minor modification occurs.
- D. The suggested changes to permit terms or conditions.
- E. Certification by a responsible official that the proposed modification meets the criteria for minor modification.
- F. All information submitted with the application for the Initial Covered Source Permit or any subsequent application for a Covered Source Permit. The owner or operator may reference information contained in a previous application submittal, provided such referenced information has been certified as being current and still applicable.
- G. Other information, as required by any applicable requirement or as requested and deemed necessary by the Director of Health (hereafter, Director) to make a decision on the application.

II. Submit an application fee according to the Application Fee Schedule in the Instructions for Applying for an Air Pollution Control Permit.

- III. An application shall be determined to be complete only when all of the following have been complied with:**
- A. All information required or requested in number I have been submitted.
 - B. All documents requiring certification have been certified pursuant to HAR §11-60.1-4.
 - C. All applicable fees have been submitted.
 - D. The Director has certified that the application is complete.
- IV. The Director shall not continue to act upon or consider an incomplete application.**
- A. The applicant shall be notified in writing whether the application is complete. Unless the Director requests additional information or notifies the applicant of incompleteness within thirty days of receipt of an application, the application shall be deemed complete.
 - B. During the processing of an application that has been determined or deemed complete, if the Director determines that additional information is necessary to evaluate or take final action on the application, the Director may request such information in writing and set a reasonable deadline for a response.
- V. Within ninety days of receipt of a complete application for a minor modification, or upon program approval, within fifteen days after the end of the Administrator's forty-five-day review period, whichever is later, the Director in writing shall:**
- A. Amend the permit to reflect the minor modification as proposed.
 - B. Deny the minor modification.
 - C. Determine that the requested modification does not meet the minor modification criteria, and should be reviewed under the significant modification procedures; or
 - D. Upon program approval, amend the proposed permit and resubmit the amendment to EPA for reevaluation.
- VI. An application for a minor modification to a covered source shall be approved only if the Director determines that the minor modification will be in compliance with all applicable requirements.**
- VII. The Director shall provide a statement that sets forth the legal and factual bases for the proposed permit conditions (including references to the applicable statutory or regulatory provisions) to EPA and any other person requesting it.**
- VIII. Each application and proposed permit reflecting the minor modification to a covered source shall be subject to EPA oversight in accordance with HAR §11-60.1-95.**

C-1: Compliance Plan

The Responsible Official shall submit a Compliance Plan as indicated in the Instructions for Applying for an Air Pollution Control Permit and at such other times as requested by the Director of Health (hereafter, Director).

Use separate sheets of paper if necessary.

1. Compliance status with respect to all Applicable Requirements:

Will your facility be in compliance, or is your facility in compliance, with all applicable requirements in effect at the time of your permit application submittal?

YES {If YES, complete items a and c below}

NO {If NO, complete items a, b, and c below}

a. Identify all applicable requirement(s) for which compliance is achieved.

Provide a statement that the source is in compliance and will continue to comply with all such requirements.

b. Identify all applicable requirement(s) for which compliance is NOT achieved.

Provide a detailed Schedule of Compliance Schedule and a description of how the source will achieve compliance with all such applicable requirements.

<u>Description of Remedial Action</u>	<u>Expected Date of Completion</u>
_____	_____
_____	_____
_____	_____
_____	_____

- c. Identify any other applicable requirement(s) with a future compliance date that your source is subject to. These applicable requirements may take effect AFTER permit issuance:

<u>Applicable Requirement</u>	<u>Effective Date</u>	<u>Currently in Compliance?</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If the source is not currently in compliance, provide a Schedule of Compliance and a description of how the source will achieve compliance with all such applicable requirements:

<u>Description of Proposed Action/Steps to Achieve Compliance</u>	<u>Expected Date of Achieving Compliance</u>
_____	_____
_____	_____
_____	_____
_____	_____

Provide a statement that the source on a timely basis will meet all these applicable requirements:

If the expected date of achieving compliance will NOT meet the applicable requirement's effective date, provide a more detailed description of each remedial action and the expected date of completion:

<u>Description of Remedial Action and Explanation</u>	<u>Expected Date of Completion</u>
_____	_____
_____	_____
_____	_____
_____	_____

2. Compliance Progress Reports:

- a. If a compliance plan is being submitted to remedy a violation, complete the following information:

Frequency of Submittal: _____
(less than or equal to 6 months)

Beginning Date: _____

b. Date(s) that the Action described in (1)(b) was achieved:

Remedial Action

Date Achieved

_____	_____
_____	_____
_____	_____

c. Narrative description of why any date(s) in (1)(b) was not met, and any preventive or corrective measures taken in the interim:

RESPONSIBLE OFFICIAL

(as defined in HAR §11-60.1-1)

Name (Last): _____ (First): _____ (MI): _____

Title: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Certification by Responsible Official

(pursuant to HAR §11-60.1-4)

I certify that I have knowledge of the facts herein set forth, that the same are true, accurate and complete to the best of my knowledge and belief, and that all information not identified by me as confidential in nature shall be treated by the Department of Health as public record. I further state that I will assume responsibility for the construction, modification, or operation of the source in accordance with the Hawaii Administrative Rules, Title 11, Chapter 60.1, Air Pollution Control, and any permit issued thereof.

Name (Print/Type): _____

(Signature): _____ Date: _____

Facility Name: _____

Location: _____

Permit Number: _____

<p>FOR AGENCY USE ONLY</p> <p>File/Application No.: _____</p> <p>Island: _____</p> <p>Date Received: _____</p>
