Christopher J. Kjellmark, Senior Environmental Specialist
Air Quality Bureau - Operating Permits Section
Formal Process Improvements - with Customer Input

2016 VSM Event & 2017 follow-up Work Groups

• Three separate events with representatives from 12 different businesses
• Improved application forms and instructions
• Procedures for using previous versions of forms
• Optional pre-application meetings
• Internal processes streamlined
  – reduce information requests to business
  – customer satisfaction surveys
  – receive needed information earlier
  – data sharing between sections
What’s New in Title V
Overall Form Changes

Changes made to standardize all forms for consistency:

- Streamlined forms (dated 8/2017) as a result of stakeholder workgroup
- All forms ADA (American Disability Act) compliant
- Formatting updated for consistency
Part 1 Forms

Part 1 - Emission Information

• Form 1.0 Facility Identification & Application Certification
• Form 1.2 Schematic - Process Flow Diagram
• Form 1.3 Insignificant Activities - Potential Emissions
• Form 1.4 Potential Toxic Emissions - Significant Activities
• Form 1.5 Potential Emissions - Significant Activities
• FormCA-01 Calculation Documentation
Part 1 Forms cont.

Part 1 - Emission Information

• Form 2.0 Emission Point information
• Form 3.0 Emission unit description - potential emissions
• Form 4.0 Emission Unit - Actual Operations and Emissions
• Form CE-01 Pollution Control Equipment Data Sheet
• Form ME-01 Continuous Monitoring Systems
• Form 5.0 Title V Annual Emissions Summary/Fee
Part 2 Forms

- Part 2 - Requirements & Compliance
  - Part 2 - General Facility Requirements Form
    - Part 61 National Emission Standards for Hazardous Air Pollutants (NESHAP) Information Form
    - Boiler and Process Heater Information Form
    - Engine Information Form
  - Part 2 - Emission Point Information Form
    - Compliance Assurance Monitoring (CAM) Calculation Form (Spreadsheet)
  - Part 2 reference tables now in instructions
Accepting Older Versions of Forms

• Goal of simplifying the forms and reducing duplicate data entry
• For eight application forms DNR will accept previous versions
  Part 1 Forms
  – Form 1.2, Form 1.4, Form 1.5, Form 2.0, Form 3.0, Form CA-01, Form CE-01
  Part 2 Forms
  – Engine information form
• Even photocopies of previous application forms are acceptable in cases when there have been no changes to the equipment.
• Detailed information on website
Optional Pre Application Meeting & Assistance

• Hands-on help with the application, results in faster application review time and a permit that better suits the need of business
• Pre application meeting and assistance
  – Discuss the Title V permitting process
  – Answer questions on forms
  – Tour facility to better understand the manufacturing processes
  – Discuss changes at the facility since the last permit
  – Discuss permit formatting
• FAQ being sent out with reminder letters
Additional Forms & Assistance

- Modification quick reference sheet
- EZ Mod application form
- EIQ submittal checkbox
- Title V permit application completeness review checklist
Questions?