



**Form 1  
Notice of Intent (NOI) Application Checklist**

Date \_\_\_\_\_

Company \_\_\_\_\_

**Utah Division of Air Quality  
New Source Review Section**

AIR QUALITY

**Source Identification Information [R307-401-5]**

- 1. Company name, mailing address, physical address and telephone number
- 2. Company contact (Name, mailing address, and telephone number)
- 3. Name and contact of person submitting NOI application (if different than 2)
- 4. Source Universal Transverse Mercator (UTM) coordinates
- 5. Source Standard Industrial Classification (SIC) code
- 6. Area designation (attainment, maintenance, or nonattainment)
- 7. Federal/State requirement applicability (NAAQS, NSPS, MACT, SIP, etc.)
- 8. Source size determination (Major, Minor, PSD)
- 9. Current Approval Order(s) and/or Title V Permit numbers

**NOI Application Information: [R307-401]**

- 1. Detailed description of the project and source process
- 2. Discussion of fuels, raw materials, and products consumed/produced
- 3. Description of equipment used in the process and operating schedule
- 4. Description of changes to the process, production rates, etc.
- 5. Site plan of source with building dimensions, stack parameters, etc.
- 6. Best Available Control Technology (BACT) Analysis [R307-401-8]
  - A. BACT analysis for all new and modified equipment
- 7. Emissions Related Information: [R307-401-2(b)]
  - A. Emission calculations for each new/modified unit and site-wide (Include PM<sub>10</sub>, PM<sub>2.5</sub>, NO<sub>x</sub>, SO<sub>2</sub>, CO, VOCs, HAPs, and GHGs)
  - B. References/assumptions, SDS, for each calculation and pollutant
  - C. All speciated HAP emissions (list in lbs/hr)
- 8. Emissions Impact Analysis – Approved Modeling Protocol [R307-410]
  - A. Composition and physical characteristics of effluent (emission rates, temperature, volume, pollutant types and concentrations)
- 9. Nonattainment/Maintenance Areas – Major NSR/Minor (offsetting only) [R307-403]
  - A. NAAQS demonstration, Lowest Achievable Emission Rate, Offset requirements  N/A
  - B. Alternative site analysis, Major source ownership compliance certification  N/A
- 10. Major Sources in Attainment or Unclassified Areas (PSD) [R307-405, R307-406]
  - A. Air quality analysis (air model, met data, background data, source impact analysis)  N/A
  - B. Visibility impact analysis, Class I area impact  N/A
- 11. Signature on Application

Note: The Division of Air Quality will not accept documents containing confidential information or data. Documents containing confidential information will be returned to the Source submitting the application.



AIR QUALITY

Form 2
Company Information/Notice of Intent (NOI)

Date \_\_\_\_\_

Utah Division of Air Quality
New Source Review Section

Application for: [ ] Initial Approval Order [ ] Approval Order Modification

General Owner and Source Information

1. Company name and mailing address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: ( )  
Fax No.: ( )

2. Company\*\* contact for environmental matters:

\_\_\_\_\_  
Phone no.: ( )  
Email: \_\_\_\_\_

\*\* Company contact only; consultant or independent contractor contact information can be provided in a cover letter

3. Source name and physical address (if different from above):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone no.: ( )  
Fax no.: ( )

4. Source Property Universal Transverse Mercator coordinates (UTM), including System and Datum:

UTM: \_\_\_\_\_  
X: \_\_\_\_\_  
Y: \_\_\_\_\_

5. The Source is located in: \_\_\_\_\_ County

6. Standard Industrial Classification Code (SIC)

7. If request for modification, AO# to be modified: DAQE # \_\_\_\_\_ DATED: \_\_\_/\_\_\_/\_\_\_

8. Brief (50 words or less) description of process.

Electronic NOI

9. A complete and accurate electronic NOI submitted to DAQ Permitting Mangers Jon Black (jblack@utah.gov) or Alan Humpherys (ahumpherys@utah.gov) can expedite review process. Please mark application type.

Hard Copy Submittal Electronic Copy Submittal [ ] Both

Authorization/Signature

I hereby certify that the information and data submitted in and with this application is completely true, accurate and complete, based on reasonable inquiry made by me and to the best of my knowledge and belief.

Signature:

Title:

\_\_\_\_\_  
Name (Type or print)

Telephone Number:  
( )  
Email:

Date:



**Form 3**

Company \_\_\_\_\_

**Process Information**

Site \_\_\_\_\_

**Utah Division of Air Quality  
New Source Review Section**

<b>Process Information - For New Permit ONLY</b>		
1. Name of process:	2. End product of this process:	
3. Process Description*:		
<b>Operating Data</b>		
4. Maximum operating schedule: _____ hrs/day _____ days/week _____ weeks/year	5. Percent annual production by quarter: Winter _____      Spring _____ Summer _____      Fall _____	
6. Maximum Hourly production (indicate units.): _____	7. Maximum annual production (indicate units): _____	
8. Type of operation:  Continuous      Batch      Intermittent	9. If batch, indicate minutes per cycle _____  Minutes between cycles _____	
10. Materials and quantities used in process.*		
Material	Maximum Annual Quantity (indicate units)	
11. Process-Emitting Units with pollution control equipment*		
Emitting Unit(s)	Capacity(s)	Manufacture Date(s)

*\*If additional space is required, please create a spreadsheet or Word processing document and attach to form.*



**Form 4  
Project Information**

Company \_\_\_\_\_

Site \_\_\_\_\_

**Utah Division of Air Quality  
New Source Review Section**

**Process Data - For Modification/Amendment ONLY**

1. Permit Number \_\_\_\_\_

*If submitting a new permit, then use Form 3*

**Requested Changes**

2. Name of process to be modified/added:  
\_\_\_\_\_  
  
End product of this process:  
\_\_\_\_\_

3. Permit Change Type:      New      Increase\*  
Equipment  
Process  
Condition Change \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_  
Other \_\_\_\_\_

4. Does new emission unit affect existing permitted process limits?  
  
Yes                      No

5. Condition(s) Changing:

6. Description of Permit/Process Change\*\*

7. New or modified materials and quantities used in process. \*\*

Material	Quantity Annually

8. New or modified process emitting units \*\*

Emitting Unit(s)	Capacity(s)	Manufacture Date(s)

*\*If the permit being modified does not include CO<sub>2</sub>e or PM<sub>2.5</sub>, the emissions need to be calculated and submitted to DAQ, which may result in an emissions increase and a public comment period.  
\*\*If additional space is required, please generate a document to accommodate and attach to form.*



Document Date: 02/28/2018



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