

What is an air permit from the Utah Division of Air Quality ?

An air permit describes a method or process by which a business may discharge polluted (dirty) air into the atmosphere. The permit also describes the air pollution control method required for the level of emissions being discharged from the company. The permitting process can have two parts; 1) A construction permit, 2) An operating permit. Both of these permits are dependent on your emission levels and the processes being controlled.

Who needs an air permit ?

A business with equipment or a process which discharges polluted air to the atmosphere is governed by the Utah Air Conservation Rules. Not all businesses which have a discharge are required to have an air permit; very small dischargers (use the table below to see what level of permitting is required for your emissions), may use the small source exemption option instead of getting an air permit. Businesses along the Wasatch Front with small discharges need to submit a small source exemption registration. Note: Certain business types (see attachment with the small source registration) are excluded from using the small source exemption as a permitting option.

Before starting construction a business should contact the Utah Division of Air Quality to find out how to estimate their emissions and the minimum air pollution control equipment requirements. Forms and assistance providers are available. If a business is already operating, contacting the Division to get into compliance will minimize any complications with an air quality inspection. The contact also shows a good faith attempt to get into compliance if an air permit is required.

Permit Type	Emission Levels for Criteria Pollutants ¹ Tons per Year	Emission Levels for Hazardous Air Pollutants Pounds per Year ²
Small Source Exemption - Registration ³	Less Than 5 TPY	Less Than 500 for one or 2000 for a combination
Approval Order ⁴	Greater Than 5 TPY	More Than 500 for one or 2000 for a combination
Operating Permit ⁵	Greater Than 100 TPY	More Than 10 TPY for one or 25 TPY for a combination

¹ Criteria pollutants are SOx, NOx, PM10, Volatile Organic Compounds (VOCs), CO, Ozone.

² There are 188 Hazardous Air Pollutants, HAPs, see the attached list and sample calculation

³ The following locations need to submit a small source exemption registration: Ogden City, Davis County, Salt Lake County, Utah County, East Toole County. All other locations do not need to submit an exemption.

⁴ An approval order or operating permit is required throughout the state if your emissions are above the permitting categories.

⁵ An operating permit application is due 1 year after the approval order or start of operations.

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SMALL BUSINESS ASSISTANCE PROGRAM
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What information do I need to submit in a small source exemption registration ?

The small source exemption registration shall include the following minimum information:

Company Name	Name of plant site manager or point of contact
Address	Location of source
Telephone number	

A description of the nature of the processes involved, equipment, anticipated quantities of materials used, the type and quantity of fuel employed and nature and quantity of the finished product.

Identification of expected emissions and an estimate of the annual emission rates. Include any air pollution control apparatus used and the typical operating schedule.

The Utah Division of Air Quality has a form available that meets the above registration requirements. The Division also has forms available to help you estimate emissions.

What is the process to receive an air permit, approval order ?

The process of receiving an "air permit", or an Approval Order / Operating Permit, starts when the Division receives a "letter" called a Notice of Intent from a business. The Notice of Intent describes all the air discharges from a business.

If a permit is required an engineer will write an engineering review and develop the conditions for the air permit. The conditions state how the company will discharge to the air. When the review is complete, it is sent to the applicant for their review and comments. The Division and the applicant discuss the engineering review and the conditions of the permit. Conditions can include operating control equipment as designed and fuel type used for electric generation. When agreement is reached the emission levels are published in the applicant's local newspaper for a 30 day public comment period. If there are no comments the air permit, Approval Order, is issued based on the engineering review and the agreed conditions.

The last step of an air permit is an Operating Permit. The Operating Permit is a new program which may affect some small businesses in the future. Small businesses, if permitted by this program, will most likely be permitted through general permits, standardized forms, phased in through the year 2000. An Operating Permit, if required, is necessary only after the business begins operation. The Division can tell you if an Operating Permit will be required. An Operating Permit will typically have more reporting requirements than a Approval Order.

What do I need to tell the Division to receive an air permit ?

The company sends the Division a letter (Notice of Intent) with the following information:

Company Name	Plant Contact
Address	Phone and FAX Number

A complete description of the proposed process, including the following information:

1. Quantities of material processed per year in gallons per year or tons per year of rock or board feet of lumber processed, actual and projected for future growth.

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2. A list of the all process and pollution control equipment discharging to the air and air contaminants which could be emitted to the atmosphere. Include air volumes being moved, space heating, hours of operation for equipment, and manufacturers= specifications if available; the flow rate from the exhaust and the concentration in the exhaust of the air contaminants. This list should include the air contaminants which could be emitted as a result of equipment failure in the process or failure of pollution control equipment.

3. Pollution control equipment has been determined for many processes and can be given to you by simply calling the New Source Review Section. If a system which does not give the lowest emission rate is proposed for economic reasons, the costs should be included for the justification of the system to being considered.

The following processes and equipment have standardized forms available for filling out and submitting to the Division of Air Quality:

\$General form (all companies)	\$Internal Combustion Engines	\$Diesel Powered Standby Generator
\$SIC information	\$Incinerators	
\$BACT Instructions	\$Spray Booths	\$Natural Gas Powered Standby Generator
\$Process information	\$Concrete Batch Plants	
\$Afterburners	\$Rock Crushing and Screening	\$Portable Hot Mix Drum
\$Flares	\$Temporary Relocation of Portable Sources	Asphalt Plants
\$Adsorption Unit		\$Fuel Burning Equipment (Boilers, Heaters, Steam Generators)
\$Cyclone	\$Equipment Registration of Portable Sources	
\$Condenser	\$AO transfer	\$Organic Liquid Storage Tanks
\$Electrical Precipitators	\$Soil/groundwater Remediation	
\$Scrubber	\$Solvent Metal Cleaning (degreasers)	\$Combustion Turbines

What does an air permit cost a small business ?

The following one time fee schedule is for an Approval Order and a company that is a minor source (Emissions Less Than 100 tons per year)

New minor source or minor modification to minor source	\$ 1,400.00+
Additional cost above 20 hours, per hour	\$ 70.00
Generic permit for minor source or minor modification of of minor sources (Sources for which engineering review/BACT is standardized)	\$ 560.00+
Additional cost above 8 hours, per hour	\$ 70.00

The fee is collected when the permit application is submitted. A filing fee is also charged, \$500 for a new minor source permit and \$250 for a small source exemption registration. Permits have no expiration, however as a business changes, the emissions from the business may also change, which may require updating the permit. An Operating Permit has a term of 5 years and a fee is collected yearly. The fee is determined by the quantity of pollutants emitted into the air with a rate for fiscal year 2003 of \$35.05 per ton.

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Example Notice of Intent for a furniture manufacture:

The A-1 Cabinet Company cuts, assembles and finishes residential furniture.

We have 3 dust collection systems for the cutting, planing, and routing of the wood pieces used in the assemble of the furniture. We also use 4 paint booths to finish the wood products.

Dust Collection -- Bag House(3) : 15,000 cfm (Total) Operating 1,500 hours per year
Handling saw dust

Paint Booth(4) : 8,000 cfm Operating 600 hours per year Paint Gun type :Standard Air
Using paint arresting filters and HVLP

Enclosed Gun Cleaner (1)

400 gallons of stain are used containing 8 lbs/gallon of Volatile Organic Compounds (VOC)
600 gallons of varnish are used containing 5.5 lbs/gallon of VOCs
150 gallons of adhesives are used, containing 4.5 lbs/gallon of VOCs
110 gallons of solvent (toluene) are used, containing 7.2 lbs/gallon of VOCs
450 gallons of top coat are used containing 5.0 lbs/gallon of VOCs

Space Heating : 4 - 500,000 Btuh natural gas fired heaters

The above processes will have the following estimated emissions:

PM10 1.5 tpy - Bag Houses

Volatile Organic Compounds (VOCs) 5.1 tpy

with the following Hazardous Air Pollutants (HAPs) : Toluene 950 lbs per year
Methy Isocyanates 600 lbs per year

The actual emission estimates (calculations) should be attached for reference. Emission estimate sheets are available for the above calculations.

The Notice of Intent should be sent to: New Source Review Section
Division of Air Quality
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A more detailed document describing the approval order permitting process is recommended and available from the Division of Air Quality entitled: Preparing a Notice of Intent (NOI) -- The NOI Guide.

This guide provides an outline of how the air permitting process works in Utah and how it may affect a small business. It is not intended to offer legal advice. This guide is intended to provide basic guidance only and is not intended as a substitute for reading the law, rules, or consulting with Small Business Assistance Program personnel. We recommend arranging a pre-Notice of Intent meeting to discuss your application in greater detail.

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