

Nebraska Air Quality Construction Permit Application

APPLICATION COVER SHEET AND CHECKLIST



Department of Environmental Quality
Air Quality Division – Construction Permit Unit
P.O. Box 98922, Lincoln, NE 68509-8922
877-834-0474 or 402-471-2189
<http://deq.ne.gov/>

Facility Name: _____

Date: _____

Facility ID# (if known): _____

IMPORTANT: PLEASE READ THE GENERAL INSTRUCTIONS AT THE END OF THIS COVER SHEET

All applications must also include this completed cover sheet and completeness checklist. Please indicate below which application forms/sections are being included with this Construction Permit Application packet.

NOTE- Form 1.0 - 4.0 **MUST** be completed for each construction permit application. Failure to submit all sections of the forms will make the application incomplete and delay the permitting process significantly.

- FORM 1.0 – Application General Information

- FORM 2.0 – Air Dispersion Modeling Information
 - SECTION 2.1 – Emission Point Summary
 - SECTION 2.2 – Point Source Information
 - SECTION 2.3 – Volume Source Information

- FORM 3.0 – Pollutant Emissions Summary
 - SECTION 3.1 – Pollutant Emissions Summary (lb/hr)
 - SECTION 3.2 – Criteria Pollutant Emissions Summary (tons/yr)
 - SECTION 3.3 – Hazardous Air Pollutant Emissions Summary (tons/yr)
 - SECTION 3.4 – Greenhouse Gas Emissions Summary (lb/hr)
 - SECTION 3.5 – Greenhouse Gas Emissions Summary (tons/yr)
 - SECTION 3.6 – Carbon Dioxide Equivalent Summary (tons/yr)

- FORM 4.0 – Applicable Federal Requirements
 - SECTION 4.1 – New Source Performance Standard (NSPS) Requirements
 - SECTION 4.2 – National Emission Standards for Hazardous Air Pollutant (NESHAP) Requirements
 - SECTION 4.3 – Prevention of Significant Deterioration (PSD) Requirements

- FORM 5.0 – Facility Specific Information
 - SECTION 5.1 – Grain Handling
 - SECTION 5.2 – Mineral Processing
 - SECTION 5.3 – Ethanol Production
 - SECTION 5.4 – Concrete Batch Plant
 - SECTION 5.5 – Asphalt Production
 - SECTION 5.6 – Surface Coating
 - SECTION 5.7 – Natural Gas and Propane Production
 - SECTION 5.8 – Biodiesel Production
 - SECTION 5.9 – Fiberglass Manufacturing
 - SECTION 5.10 – {Reserved}

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- FORM 6.0 – Emission Sources
 - SECTION 6.1 – External Combustion Units
 - SECTION 6.2 – Internal Combustion Units
 - SECTION 6.3 – Incinerators
 - SECTION 6.4 – Uncontrolled Emission Points
 - SECTION 6.5 – Controlled Emission Points without Combustion
 - SECTION 6.6 – Controlled Emission Points with Combustion
 - SECTION 6.7 – Storage Tanks
 - SECTION 6.8 – Cooling Towers
 - SECTION 6.9 – Haul Roads
 - SECTION 6.10 – Equipment Leaks
 - SECTION 6.11 – Storage Piles

- FORM 7.0 – Emission Control Devices
 - SECTION 7.1 – Combustion Flare
 - SECTION 7.2 – Thermal Oxidizer (TO)/Regenerative Thermal Oxidizer (RTO)
 - SECTION 7.3 – Baghouse/Cyclone
 - SECTION 7.4 – Scrubber

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Application Completeness Checklist (must be completed for all applications):

- a. The application does not include any confidential information and no application materials are marked confidential. (Pay particular attention to drawings, figures, diagrams, and specification sheets from manufacturers, as these are the most often overlooked materials that have “confidential” stamped on them.)
- b. The application does include confidential information and the appropriate request for confidentiality in accordance with Title 115 – Rules of Practice and Procedure is provided. Refer to the NDEQ Guidance Document titled “Air Quality Confidentiality Claims” available on our website for more information.
- c. The application is typed or filled out using a black or blue pen.
- d. The original application is signed and dated by the responsible official. (Section 1.1)
- e. The relevant sections have been duly marked on the front page of this form and filled out completely to the best of my ability (If you are unsure as to which sections pertain to your facility, please contact the NDEQ).
- f. Instructions for each section have been read thoroughly (If you are unsure as to what information is needed, please contact the NDEQ).
- g. Emissions calculations – calculations of potential emissions (controlled and uncontrolled) of all regulated air pollutants have been provided, with all supporting documentation included and units clearly defined. Include emission factors and their source (i.e. AP-42, FIRE, etc).
- h. Application Fee of the proper amount is enclosed. (Section 1.1)
- i. Air pollution control equipment for each emission point is identified and described. (Section 2.1)
- j. Emission point/stack data is identified and described.
- k. Plant Diagram shows heights and locations of all buildings, property boundaries and location of all stacks and emission points.
- l. Detailed Project Summary clearly outlines the intent and processes at the facility. (Section 1.1)
- m. Ambient Air Quality Analysis is provided, including the modeling data and results, where required (see Modeling Guidance or contact NDEQ). If an analysis is not provided, include an explanation for why it wasn't.
- n. Application is for a Prevention of Significant Deterioration (PSD) permit.
- o. One (1) original and two (2) copies (3 copies for PSD applications) of the complete application have been sent to the proper address. If an electronic version of the application is submitted, only one hard-copy original and one hard-copy copy are required regardless of application type.
- p. Additional information not identified on application forms is included and clearly identified.

I have completed this application cover sheet and completeness checklist and can attest that the accompanying construction permit application materials are complete to the best of my ability. In completing this form, I understand the following: That if any of the required information is not included in this application submittal, the application will be placed in a suspended file until the Department receives the necessary materials and information; That my completion of this Cover Sheet and Checklist does not assure this is a complete application and the Department may request additional information to complete the permit; That by checking the box indicating this application does not include confidential information, the application will be placed in the public files and be subject to public review; and, that the application review will not commence until all required information is received and the application is determined to be complete.

Name / Signature of Application Preparer

Date

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GENERAL INSTRUCTIONS

The following are general instructions for the completion and submittal of an Air Quality Construction Permit Application. These instructions will not cover the individual Sections in this packet. Instructions for each Section are included at the end of that Section or as a supplemental guidance document. We are continually updating our application forms so please check the NDEQ website frequently for the latest application forms.

TIMELINESS

This application and additional information must be submitted to the Department of Environmental Quality (NDEQ) in sufficient time to allow for its processing prior to the anticipated date of commencement of construction, modification or reconstruction. Your application must be reviewed and a permit must be granted before actual construction can commence. Please use the following timelines as guidance for permit processing: 210 days for PSD-major permits; 150 days for PSD-minor and State Toxic BACT permits; and, 120 days for all others. If an expedited timeframe is desired, please contact the NDEQ to set up a Preapplication Meeting – please see FastTrack Permitting on our website.

COMPLETENESS

All application packets must include this cover sheet and Sections 1.0 - General Information, 2.0 - Air Dispersion Modeling Information, 3.0 – Pollutant Emissions Summary, and 4.0 – Applicable Federal Requirements. The other forms and sections that must be included in the application depend on the type of project that is being proposed (i.e. initial construction permit for a new source, modification of an existing source, historical construction, etc.) and complexity.

On each form or section, the Department requests various types and amounts of information. This information is being requested to expedite the permitting process and to minimize the number of times the permit writer must contact the facility. Because of this, the information should be provided as completely and thoroughly as possible. Any missing or incomplete information will result in a delay in the processing of this application. If you have any questions regarding the forms that should be included with your application submittal, please contact the Air Quality Permitting Hotline (see number below).

SUPPLEMENTAL INFORMATION

The Application Completeness Checklist includes a final bullet where the user can indicate whether, or not, they have included supplemental information. In addition, other forms ask for any additional information pertinent to emission control such as flow rates, efficiency of control equipment, type of control equipment, performance standards, output loading, manufacturers guarantees, etc. Please include all additional information that will assist the permit writer in the assessment of the proposal.

SUBMITTAL

One original and two copies of the completed Air Quality Construction Permit Application must be submitted. For PSD projects, one original and three copies are required. The Department prefers that the application be double-sided and not be spiral bound, since the bindings will be removed for filing. For ease of review, the Department requests the application also be submitted in electronic format (*.pdf). If an electronic version of the application is submitted, only one original and one paper copy are required regardless of application type. All submittals must be mailed to:

Postal Mail: Department of Environmental Quality
Air Quality Permitting Section
P.O. Box 98922
Lincoln, NE 68509-8922

Express Mail: Department of Environmental Quality
Air Quality Permitting Section
1200 N Street, Suite 400
Lincoln, NE 68508

QUESTIONS

If you have any questions concerning any portion of the Construction Permit Application packet, please feel free to contact the Air Quality Construction Permit Hotline at (877) 834-0474, the Air Quality Permitting Section at (402) 471-2189 or get additional guidance on our website at <http://deq.ne.gov/>.