



Yakima Regional Clean Air Agency

INSTRUCTIONS FOR PERMIT APPLICATION

Use this sheet as a checklist to determine when your application is substantially complete.

- ☞ Each PERMIT APPLICATION for the construction, installation or establishment of a new air contaminant source, or modification of existing air pollution source or control equipment or permit, needs to be accompanied by the following information to be considered complete:

Included N/A

- Process flow sheets and equipment layout diagrams.
- Control equipment manufacturer, model number, size, serial numbers (for each piece of control equipment).
- Quantify average and maximum hourly throughput values, average yearly totals, and maximum concentrations for each pollutant.
- Applicant's calculation of the kinds and amounts of emissions for each emission point, materials handling operation or fugitive category (both controlled and uncontrolled).
- Plot plan including identification of proposed emission points to the atmosphere, distance to property boundaries, height of buildings and stack height above ground level.
- Identification of raw materials and/or product specifications (physical and chemical properties) and typical ranges of operating conditions as related to each emission point (toxic air contaminants require a separate summary); Material Safety Data Sheets (MSDS) should be included in the PERMIT APPLICATION for all compounds used.
- Identification of the methods/equipment proposed for prevention/control of emissions to the atmosphere.
- Information sufficient to demonstrate the ability of the emission controls proposed as being consistent with those provided in the applicable regulations (BACT/NSPS/RACT/NESHAPS/LAER analysis). See attached worksheet for typical layout of BACT analysis information.
- The kinds and amounts of emission offset credits proposed for assignment when operations are within a non-attainment boundary (see WAC 173-400-120 and 131).
- Estimates of the proposed project ambient impact under average and least favorable conditions where pertinent to PSD (WAC 173-400-720) or Toxic Air Pollutants (WAC 173-460) requirements.
- Additional information, evidence, or documentation as required by the Board of Directors, or the Control Officer, to show that the proposed project will meet federal, state and local air pollution control regulations.
- For applications that include equipment that has previously been approved, authorized or registered, a lapse is considered to have occurred if the registration fees are delinquent for more than one calendar year or the source has not operated within five years prior to the receipt of any required PERMIT APPLICATION (WAC 173-400-110).
- Applications that include previously approved or authorized equipment require that additional information regarding previous owners or approvals be provided so that YRCAA records can be updated. Equipment registered and/or approved for a given company cannot be authorized without a legal name change, purchase of company or equipment, or a legal contract or subcontract to do business with or for the approved source. Responsibility for operation of authorized equipment rests with the registered source.
- All applications need to be accompanied with a completed SEPA checklist or SEPA determination. YRCAA may process the SEPA determination, if no other agency has done it. In this case a SEPA checklist with the proper fees must be submitted with the NSR application.

- ☞ The application transmittal shall conform to YRCAA review requirements wherever possible as detailed in the General Regulations for Air Pollution Sources (WAC 173-400).

- ☞ Each drawing, document, or other form of transmittal considered by the applicant to be proprietary and confidential must be suitably identified as confidential in red ink, and signed and dated by the applicant or its agent. Be aware that YRCAA follows the requirements in 40 CFR 2 for determination of confidentiality. YRCAA may not process company sensitive information as confidential.

- ☞ Orders of Approval (to construct, modify, or install) are issued for specific equipment or processes described in the application. Changes to the processes or control equipment are not allowed without new source review (Permit Application and Permit) if these changes result in an emission of a different type or an increase in emissions (WAC 173-400-110). Process equipment changes that result in decreased emissions require notification to YRCAA.

- ☞ The SIC code is identified as the four digit major group classification in the 1987 Standard Industrial Code Classification Manual listing of SIC codes can be obtained for free from the internet.

- ☞ Mail or deliver in person the completed application package to:
Yakima Regional Clean Air Agency
186 Iron Horse Court, Suite 101
Yakima, WA 98901-2303

- ☞ **Application fees must accompany application for the application to be considered complete. An invoice will be sent out for the Engineering review after final decision on the application. Make checks payable to "Yakima Regional Clean Air Agency" or "YRCAA".**

- ☞ **The PERMIT APPLICATION package submitted must be complete. All applications are screened for completeness before processing. Applicants submitting incomplete application packages will be notified of their incomplete status and may result in a delay in processing the application.**

Yakima Regional Clean Air Agency

PERMIT APPLICATION / NEW SOURCE REVIEW

BACT ANALYSIS WORKSHEET

Facility Name: _____ **Date:** _____

CONTROL ALTERNATIVE	EMISSIONS [lbs/hr] & [tons/yr]	EMISSIONS REDUCTION (a) [tons/yr]	INSTALLED CAPITAL COST (b) [\$]	TOTAL ANNUALIZED COST (c,g) [\$]	AVERAGE COST EFFECTIVENESS OVER BASELINE (d) [\$/ton]	INCREMENTAL COST EFFECTIVENESS (e) [\$/ton]	ENERGY INCREASE OVER BASELINE (f) [mmBtu/yr]	TOXICS IMPACT [Yes/No]	ADVERSE ENVIRONMENTAL IMPACT [Yes/No]
1)									
2)									
3)									
4)									
5) Uncontrolled Baseline (worst case - no controls)									

- (a) Emissions reduction over baseline control level.
- (b) Installed capital cost relative to baseline.
- (c) Total annualized cost (capital, direct, and indirect) of purchasing, installing, and operating the proposed control alternative. A capital recovery factor approach using a real interest rate (i.e., absent inflation) is used to express capital costs in present-day annual costs.
- (d) Average cost effectiveness over baseline is equal to total annualized cost for the control option divided by the emissions reductions resulting from the uncontrolled baseline.
- (e) The optional incremental cost effectiveness criterion is the same as the average cost effectiveness criteria except that the control alternative is considered relative to the next most stringent alternative rather than the baseline control alternative.
- (f) Energy impacts are the difference in total project energy requirements with the control alternative uncontrolled baseline expressed in equivalent millions of Btus per year.
- (g) Assumptions made on catalyst life may have a substantial affect upon cost effectiveness.

Notes:

The number of alternatives to be evaluated will vary depending on application.
 Values for each variable should be provided as they are applicable. Use N/A if not applicable.
 Emission rates are the expected or predicted emission rates.
 Calculations should provide for a range of alternatives.
 Emissions reduction should use estimated efficiency if actual efficiency is unknown - should so state.
 Attach worksheets as necessary to substantiate above values.



186 Iron Horse Court, Suite 101. Yakima, WA. 98901
Phone: (509) 834-2050 Fax: (509) 834-2060
Website: <http://www.yakimacleanair.org>

Filing Fee: \$400.00*

*Pursuant to WAC 173-400-111(1) (e)-an application is not complete until the permit application filling fee required by YRCAA has been paid.

OFFICIAL USE ONLY

YRCAA NSR No: _____ Date Fee Paid: _____

Received by: _____ Filing Fee: **\$400.00**

YRCAA is the lead agency for the SEPA process. Processing Fee \$400.00

Review of the application will not begin, until the application filling fee is paid. A surcharge fee for the time required for preparing and processing the application for approval will be invoiced after the permit to operate is issued.

New Source Review (NSR) Application General

Stationary/Permanent Source

INSTALLATION OR ESTABLISHMENT OF NEW AIR CONTAMINANT SOURCES

NSR Application is Required for Construction, Installation or Establishment of an Air Pollution Source
Or

Replacement or Substantial Alteration of Emission Control Technology on an Air Pollution Source or Equipment

I. General Information:

BUSINESS NAME _____

NATURE OF BUSINESS _____

MAILING ADDRESS _____

FACILITY ADDRESS (if different): _____

PHONE and FAX NUMBERS () _____ Email: _____

TYPE OF PROCESS, EQUIPMENT, OR APPARATUS _____

LIST OF AIR CONTAMINANT(S) WHICH WILL BE PRODUCED AND/OR CONTROLLED _____

ESTIMATED STARTING DATE: _____

ESTIMATED COMPLETION DATE: _____

Compliance with SEPA (State Environmental Policy Act) - Check One of the Options Below:

- A DNS or EIS has been Issued by Another Agency for this Project and a Copy is Attached.
- If no DNS or EIS Exists for this Project, a Completed Checklist for this Project and the SEPA Processing Fee are Attached. *YRCAA SEPA checklist is available by phone, or by our website.*
- The city/county has established an exemption for this project.
- I certify that the SEPA has been satisfied or this project is exempt:

_____ by _____
Date Government Agency

Previous NSR/Air Permits Number issued by YRCAA for the Facility, if any _____

Describe Input to Output Process (Attach drawings, schematics, prints, or block diagrams) _____

ESTIMATED COSTS: OF BASIC SOURCE EQUIPMENT \$ _____

OF CONTAMINANT CONTROL APPARATUS \$ _____

Process: Production Output per Year (tons, pounds, etc) _____

Maximum Output per Hour (tons, pounds, etc) _____

Percentage of Production (%)

Dec - Feb _____

Mar - May _____

Jun - Aug _____

Sep - Nov _____

Operating Schedule: Hrs/Day _____

Days/Wk _____

Wks/Yr _____

II. Emissions Estimations and Calculations:

1. Criteria Pollutants (gr/dscf, tons/yr, lbs/hr., ppm, etc.)

Particulate (PM₁₀, PM_{2.5}) _____

Volatile Organic Compounds _____

Nitrogen Oxides _____

Sulfur Oxides _____

Carbon Monoxide _____

Lead _____

2. Toxic Air Pollutants (Name)

Quantity (in gr/dscf, tons/yr, lbs/hr. ppm, etc.)

	_____	_____
3.	Fugitive Pollutants (Source)	Quantity (in gr/dscf, tons/yr, lbs/hr. ppm, etc.)
	_____	_____
	_____	_____
	_____	_____
	_____	_____

4. Air Pollution Modeling
 Results _____
 Computer Printout Attached? Yes No

III. Emission Data:

1. Stack Height (Feet) _____ Inside Diameter (feet) _____
 Gas Exit Temp (degrees F) _____ Gas Exit Velocity (ft/min) _____
 Flow Rate (cfm) _____
 Shared Stack? If a shared stack, identify process (es) or point(s) which share the stack.
 Distance from Stack to Property Line _____

2. Discharge Point or points (if no stack or other than stack)
 Height (feet) _____ Inside Diameter (feet) _____
 Gas Exit Temp (degrees F) _____ Gas Exit Velocity (ft/min) _____
 Flow Rate (cfm) _____
 Shared discharge point? If a shared discharge point, identify process (es) or point(s) which share the discharge point. _____

 Distance from discharge point to Property Line _____

3. Fuel Type _____ % Sulfur _____
 % Ash _____ Unit of Measure (gal./cu.ft./etc.) _____
 BTU per Unit of Measure _____ Consumption Units per Year _____
 Maximum Consumption Units per Hour _____

4. Building Dimensions
 Height (feet) _____ Length (feet) _____ Width (feet) _____

IV. Air Pollution Control Equipment:

Baghouse Type _____ Model #, Serial # _____
Efficiency _____ PM_{2.5}: _____ and PM₁₀: _____
Bag Height (feet) _____ Bag Diameter (feet) _____
Filter Area (feet squared) _____ Blower Flow Rate (cfm) _____
Filter Media _____ Dimensions (feet) _____
Discharge Area Dimensions (feet) _____
Cleaning Mechanism (shake) (air psi) _____
Other Data _____

Scrubber Type _____ Model #, Serial # _____
Efficiency _____
Gas Differential Pressure (psi) _____ Liquor Differential Pressure (psi) _____
Liquor Flow (gpm) _____ Discharge Area Dimensions (feet²) _____
Gas Flow (cfm) _____ Other Data _____

Cyclone Type _____ Model #, Serial # _____
Efficiency _____ PM_{2.5}: _____ and PM₁₀: _____
Gas Flow (cfm) _____ Discharge Area Dimensions (feet²) _____
Other Data _____

Precipitator Type _____ Model #, Serial # _____
Efficiency _____
Gas Flow (cfm) _____ Gas Velocity (ft/sec) _____
Residence Time _____ Gas Differential Pressure (psi) _____
Precipitation Rate (ft/sec) _____ Discharge Area Dimensions (feet²) _____
Other Data _____

Ad/Absorp Type _____ Model #, Serial # _____
Efficiency _____
Gas Flow _____ Gas Velocity (ft/sec) _____
Gas Temp (degree F) _____ Bed Volume (ft³) _____
Bed Dimensions (feet) _____ Capacity (hours) _____
Contaminant (lb/day) _____ Regeneration time (hours) _____

Other Type _____ Model #, Serial # _____
Efficiency _____
Gas Flow (cfm) _____ Discharge Area Dimensions (feet) _____
Other Data _____

V. Additional Information:

1. Attach Related Information on Chemicals or Materials that will be emitted. (MSDS Sheets, Company Information, etc.)

Note: Indicate how much quantity are used per MSDSs

Yes No, if not why? _____

2. Fugitive Dust Control Plan (Attach if Necessary)

3. Attach Operation and Maintenance Manual of Pollution Control Equipment.

Yes No, if not, why? _____

4. Attach Vendor Information or Manufacturer's Instructions on Pollution Control Equipment.

Yes No, if not, why? _____

APPLICANT: I hereby certify that the information contained in this application, including supplemental forms and data, when required, is, to the best of my knowledge, complete and correct. I also agree to all fees for processing this permit and grant permission for YRCAA staff to enter the premises for inspection.

Signature _____ Date _____

Title _____ Date _____

Name and Title of Individual Filling out Form:

Name (print) _____

Signature _____

Name and Title of Contact Person, if Different than Above:

Name _____

Title _____

Name and Title of the Responsible Official for the permit, if Different than Above:

Name _____

Title _____