

**PERMIT FORMS AND INSTRUCTIONS
PURSUANT TO
REGULATIONS FOR THE CONTROL AND ABATEMENT OF AIR POLLUTION**



**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY**

**AIR PERMIT APPLICATION FORM
Emergency Generator General Permit**

PLEASE READ CAREFULLY

This is an application form for a new source permit, or a state operating permit. The staff of the Department of Environmental Quality reviews all permit applications to determine compliance with State Regulations. The evaluation of a permit application is a detailed and lengthy process, so your application should be submitted as soon as you can furnish the requisite information. A complete application is required prior to our commencing the process of preparing a permit. Once you have submitted a complete application we process your application as quickly as possible. To expedite the permit application and review process, please supply the information requested on the attached form accurately and completely.

A complete application must include:

1. **FORM 540** A completed Form 540, including a properly signed Document Certification Form.
2. **MAP** A source location map that includes latitude and longitude coordinates for the facility.
3. **FACILITY** A site plan of the facility including the dimensions of all buildings (length, width and height), all stack and emission point locations by stack number, and the property lines and fence lines.
4. **PROCESS** A process flow diagram/schematic and a narrative process description.
5. **CALCULATIONS** Calculations of emission estimates. Control technology justification to include economic analysis, if required.
6. **STACK TEST** Stack test data if applicable.
7. **LOCAL GOVERNING BODY CERTIFICATION FORM** Forward the form to local governing body, if applicable.

INSTRUCTIONS ARE PROVIDED FOR EACH PAGE OF THE FORM 540. Should you require additional assistance in completing this application, please contact the regional office for your area as shown on the map and localities list on pages iii-vi. Prior to completing this form, contact the regional office to ensure you are using the most current Form 540. Submit the completed application to the appropriate regional office.

IT IS A VIOLATION OF STATE REGULATIONS TO BEGIN CONSTRUCTION OF OR OPERATE A SOURCE WITHOUT OBTAINING THE APPROPRIATE PERMIT, IF A PERMIT IS REQUIRED.

[Note: This form is available in MS Word and Adobe pdf formats on the DEQ website at www.deq.state.va.us.]

Air Quality Control Region
Assignment of Counties, Cities and Localities - List of Counties

County	Region	County	Region
Accomack	TRO	Lee	SWRO
Albemarle	VRO	Loudoun	NRO
Alleghany	BRRO	Louisa	NRO
Amelia	PRO	Lunenburg	BRRO
Amherst	BRRO	Madison	NRO
Appomattox	BRRO	Mathews	PRO
Arlington	NRO	Mecklenburg	BRRO
Bath	VRO	Middlesex	PRO
Bedford	BRRO	Montgomery	BRRO
Bland	SWRO	Nelson	VRO
Botetourt	BRRO	New Kent	PRO
Bristol	SWRO	Northampton	TRO
Brunswick	PRO	Northumberland	PRO
Buchanan	SWRO	Norton	SWRO
Buckingham	BRRO	Nottoway	BRRO
Campbell	BRRO	Orange	NRO
Caroline	NRO	Page	VRO
Carroll	SWRO	Patrick	BRRO
Charles City	PRO	Pittsylvania	BRRO
Charlotte	BRRO	Powhatan	PRO
Chesapeake	TRO	Prince George	PRO
Chesterfield	PRO	Prince Edward	BRRO
Clarke	VRO	Prince William	NRO
Craig	BRRO	Pulaski	BRRO
Culpeper	NRO	Rappahannock	NRO
Cumberland	BRRO	Richmond	PRO
Dickenson	SWRO	Roanoke	BRRO
Dinwiddie	PRO	Rockbridge	VRO
Essex	PRO	Rockingham	VRO
Fairfax	NRO	Russell	SWRO
Fauquier	NRO	Scott	SWRO
Floyd	BRRO	Shenandoah	VRO
Fluvanna	VRO	Smyth	SWRO
Franklin	BRRO	Southampton	TRO
Frederick	VRO	Spotsylvania	NRO
Giles	BRRO	Stafford	NRO
Gloucester	PRO	Surry	PRO
Goochland	PRO	Sussex	PRO
Grayson	SWRO	Tazewell	SWRO
Greene	VRO	Warren	VRO
Greensville	PRO	Washington	SWRO
Halifax	BRRO	Westmoreland	PRO
Hampton	TRO	Wise	SWRO
Hanover	PRO	Wythe	SWRO
Henrico	PRO	York	TRO
Henry	BRRO		
Highland	VRO		
Isle of Wight	TRO		
James City	TRO		
King and Queen	PRO		
King George	NRO		
King William	PRO		
Lancaster	PRO		

SWRO - Southwest Regional Office
NRO - Northern Regional Office
BRRO - Blue Ridge Regional Office

VRO - Valley Regional Office
PRO - Piedmont Regional Office
TRO - Tidewater Regional Office

Air Quality Control Region
Assignment of Counties, Cities and Localities - List of Cities and Localities

<u>Cities/Localities</u>	<u>Region</u>	<u>Cities/Localities</u>	<u>Region</u>	<u>Cities/Localities</u>	<u>Region</u>
Accomac	TRO	Chesapeake	TRO	Floyd	BRRO
Achilles	PRO	Chester	PRO	Ford	PRO
Adner	PRO	Chesterfield	PRO	Franklin	TRO
Alberta	PRO	Chilhowie	SWRO	Fredericksburg	NRO
Alexandria	NRO	Chincoteague	TRO	Galax	SWRO
Allmondsville	PRO	Christiansburg	BRRO	Gasburg	PRO
Amelia Courthouse	PRO	Chula	PRO	George's Tavern	PRO
Ark	PRO	Church View	PRO	Glade Spring	SWRO
Arlington	NRO	Claremont	PRO	Glen Allen	PRO
Ashland	PRO	Clintwood	SWRO	Glenns	PRO
Aylett	PRO	Coatesville	PRO	Gloucester	PRO
Bacon's Castle	PRO	Cobbs Creek	PRO	Gloucester Point	PRO
Ballsville	PRO	Cochran	PRO	Goochland	PRO
Barhamsville	PRO	Coeburn	SWRO	Gray	PRO
Bavon	PRO	Coles Point	PRO	Gressitt	PRO
Beach	PRO	Collinsville	BRRO	Greys Point	PRO
Beaverdam	PRO	Colonial Beach	PRO	Grundy	SWRO
Bedford	BRRO	Colonial Heights	PRO	Gum Spring	PRO
Belle Haven	TRO	Columbia	PRO	Gwynn	PRO
Bensley	PRO	Covington	BRRO	Hadensville	PRO
Bertrand	PRO	Crozier	PRO	Hague	PRO
Big Stone Gap	SWRO	Daleville	BRRO	Hallwood	TRO
Blacksburg	BRRO	Damascus	SWRO	Hampton	TRO
Bland	SWRO	Danieltown	PRO	Hanover	PRO
Bloxom	TRO	Danville	BRRO	Harrisonburg	VRO
Bon Air	PRO	Darvills	PRO	Hartfield	PRO
Boones Mill	BRRO	Deltaville	PRO	Haynesville	PRO
Bottoms Bridge	PRO	Dendron	PRO	Haysi	SWRO
Bowlers Wharf	PRO	DeWitt	PRO	Heathsville	PRO
Brays Fork	PRO	Dinwiddie	PRO	Highland Springs	PRO
Brodnax	PRO	Disputanta	PRO	Hillsville	SWRO
Brunswick	PRO	Doswell	PRO	Holdcroft	PRO
Buchanan	BRRO	Dublin	BRRO	Hollins	BRRO
Buena Vista	VRO	Dunnsville	PRO	Homeville	PRO
Burgess	PRO	Eagle Rock	BRRO	Hopewell	PRO
Burrowsville	PRO	Eastville	TRO	Hull Neck	PRO
Butylo	PRO	Ebony	PRO	Independence	SWRO
Cabin Point	PRO	Edgerton	PRO	Irvington	PRO
Callao	PRO	Elberon	PRO	Jarratt	PRO
Cape Charles	TRO	Emporia	PRO	Jetersville	PRO
Caret	PRO	Ettrick	PRO	Jonesville	SWRO
Carson	PRO	Exmore	TRO	Keller	TRO
Cartersville	PRO	Fair Port	PRO	Kilmarnock	PRO
Center Cross	PRO	Fairfax	NRO	King & Queen	PRO
Central Garage	PRO	Falls Church	NRO	King William	PRO
Champlain	PRO	Farnham	PRO	Kinsale	PRO
Charles City	PRO	Fife	PRO	Lakeside	PRO
Charlottesville	VRO	Fincastle	BRRO	Lancaster	PRO
Cheriton	TRO	Fleeton	PRO	Lanexa	PRO

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Air Quality Control Region
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<u>Cities/Localities</u>	<u>Region</u>	<u>Cities/Localities</u>	<u>Region</u>	<u>Cities/Localities</u>	<u>Region</u>
Laurel	PRO	Newtown	PRO	Stony Creek	PRO
Lawrenceville	PRO	Norfolk	TRO	Stratford Hall	PRO
Lebanon	SWRO	Nuttsville	PRO	Stuart	BRRO
Leedstown	PRO	Oak Grove	PRO	Studley	PRO
Lerty	PRO	Oilville	PRO	Suffolk	TRO
Lewisetta	PRO	Old Church	PRO	Surry	PRO
Lexington	VRO	Onancock	TRO	Sussex	PRO
Lilian	PRO	Onley	TRO	Sutherland	PRO
Littleton	PRO	Painter	TRO	Tabscott	PRO
Litwalton	PRO	Parksley	TRO	Talleysville	PRO
Lively	PRO	Pearisburg	BRRO	Tangier Island	TRO
Loretto	PRO	Petersburg	PRO	Tappahannock	PRO
Lottsburg	PRO	Poquoson	TRO	Tazewell	SWRO
Low Moor	BRRO	Portsmouth	TRO	Templeman	PRO
Lyells	PRO	Potomac Beach	PRO	Trenholm	PRO
Lynchburg	BRRO	Powhatan	PRO	Troutville	BRRO
Maidens	PRO	Prince George	PRO	Urbana	PRO
Manakin-Sabot	PRO	Providence Forge	PRO	Valentines	PRO
Manassas	NRO	Pulaski	BRRO	Varina	PRO
Manassas Park	NRO	Purdy	PRO	Village	PRO
Mangohick	PRO	Radford	BRRO	Vinton	BRRO
Mannboro	PRO	Reedville	PRO	Virginia Beach	TRO
Manquin	PRO	Remlik	PRO	Wachapreague	TRO
Marion	SWRO	Richlands	SWRO	Wakefield	PRO
Martinsville	BRRO	Richmond, City of	PRO	Walkerton	PRO
Matoaca	PRO	Ridgeway	BRRO	Walnut Point	PRO
Matthews	PRO	Ripplemead	BRRO	Ware Neck	PRO
McKenney	PRO	Roanoke	BRRO	Wares Wharf	PRO
Meadows of Dan	BRRO	Rock Castle	PRO	Warner	PRO
Mechanicsville	PRO	Rockville	PRO	Warsaw	PRO
Melfa	TRO	Rocky Mount	BRRO	Water View	PRO
Midlothian	PRO	Roxbury	PRO	Waverly	PRO
Millers Tavern	PRO	Rural Retreat	SWRO	Waynesboro	VRO
Mobjack	PRO	Saint Stevens Church	PRO	Weems	PRO
Moneta	BRRO	Salem	BRRO	West Point	PRO
Montpelier	PRO	Saluda	PRO	White Stone	PRO
Montross	PRO	Sandston	PRO	White Marsh	PRO
Moon	PRO	Sandy Point	PRO	White Plains	PRO
Morattico	PRO	Saxis	TRO	Wicomico Church	PRO
Morven	PRO	Scotland	PRO	Williamsburg	TRO
Moseley	PRO	Scotts Fork	PRO	Wilsons	PRO
Mount Holly	PRO	Seyern	PRO	Winchester	VRO
Mundy Point	PRO	Shackelfords	PRO	Windmill Point	PRO
Narrows	BRRO	Sharps	PRO	Winterpock	PRO
Nassawadox	TRO	Short Pump	PRO	Wise	SWRO
Naxera	PRO	Skippers	PRO	Wytheville	SWRO
New Castle	BRRO	Smith Point	PRO	Yale	PRO
New Kent	PRO	Spring Grove	PRO		
New Point	PRO	Staunton	VRO		
Newport	BRRO	Stevensville	PRO		
Newport News	TRO	Stingray Point	PRO		

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CONFIDENTIAL INFORMATION

Under the Virginia Freedom of Information Act (FOIA) (*Virginia Code* Title 2.2, Chapter 37) and by regulation (9 VAC 5-170-60), all information submitted by the applicant is available to anyone requesting the information unless it is certified by the applicant as meeting all of the criteria listed in 9 VAC 5-170-60 C:

"In order to be exempt from disclosure to the public under subsection B of this section, the record, report or information must satisfy the following criteria:

1. *Information for which the company has been taking and will continue to take measures to protect the confidentiality;*
2. *Information that has not been and is not presently reasonably obtainable without the company's consent by private citizens or other firms through legitimate means other than discovery based on a showing of special need in a judicial or quasi-judicial proceeding;*
3. *Information which is not publicly available from sources other than the company; and*
4. *Information the disclosure of which would cause substantial harm to the company."*

However, emissions data shall be available to the public without exception (9 VAC 5-170-60 A). Emissions data include those data meeting the definition found in federal regulations at 40 CFR 2 Sec. 2.301, which states:

"Emission data means, with reference to any source of emission of any substance into the air--

- A. *Information necessary to determine the identity, amount, frequency, concentration, or other characteristics (to the extent related to air quality) of any emission which has been emitted by the source (or of any pollutant resulting from any emission by the source), or any combination of the foregoing;*
- B. *Information necessary to determine the identity, amount, frequency, concentration, or other characteristics (to the extent related to air quality) of any emission which, under an applicable standard or limitation, the source was authorized to emit (including, to the extent necessary for such purposes, a description of the manner or rate of operation of the source); and*
- C. *A general description of the location and/or nature of the source to the extent necessary to identify the source and to distinguish it from other sources (including, to the extent necessary for such purposes, a description of the device, installation, or operation constituting the source)."*

Applicants should consider the "information necessary to determine..." language in the definition, which can include information on throughputs, heat rates, emissions factors, and other characteristics required to derive information on actual or authorized emissions.

In order for DEQ to accept a claim of confidentiality, the applicant must do all of the following:

- Prepare both confidential and non-confidential versions of the application;

The front page of the confidential copy and any subsequent pages containing confidential information should be labeled or stamped "Confidential," "Proprietary," or "Trade Secret."

The public version should indicate which information or data have been removed or blacked out due to confidentiality by labeling those parts or elements of the application as confidential. If an entire page is confidential, there should be a corresponding non-confidential page describing the type of information held confidential, for instance, "Process Flow Diagram (confidential)."

The non-confidential version of the application should be structured so that the permit can be written from the information provided in that version. If this is not feasible then the reasons should be documented in the showing provided with the application. DEQ regional offices can provide a copy of the DEQ Air Permitting Confidentiality Policy, which discusses some approaches to structuring applications so that the permit can reflect the non-confidential information.

- Remove only confidential information

If a page contains both confidential and non-confidential information, the public version must contain all of the non-confidential information. The applicant may not remove all the information on a page or application section or part because some of the information is confidential.

- Refrain from confidentiality claims for emission data that cannot be held confidential *information necessary to determine emissions or what the source is authorized to emit cannot be held confidential.*

CONFIDENTIAL INFORMATION (continued)

- Prepare and certify a showing document for all information claimed as confidential and has been removed or omitted from the public version of the application.

The applicant must prepare a document showing that each type of information or data claimed as confidential meets the criteria of 9 VAC 5-170-60 C as discussed above. The showing document is itself public information subject to FOIA, so the applicant should not include confidential information in the showing document. The applicant must certify the showing.

The showing should follow the format of the example provided below. The certification must contain the wording found in the example.

Example Showing

Throughout the referenced application, XYZ Company claims throughputs of Equipment A, B, and C and composition information of our final blended products as confidential.

Throughputs

XYZ protects the confidentiality of this information by:

- Keeping the information under lock and key except when designated employees have need of its use.
- Allowing only those employees who have a "need to know" access to this information. Other XYZ employees do not have access to this information.
- Requiring all employees who have access to this information to sign a confidentiality agreement.

Disclosure of the throughputs of Equipment A, B, and C could cause substantial harm to XYZ by allowing competitors to better determine our costs. Both fixed and variable costs in our industry are highly dependent on the scale of operations. Disclosure of this information would give competitors information with which they could determine our production capacity, which we believe they do not know at this time. To the best of our knowledge, this information is not publicly available and is not reasonably obtainable by the public or other unauthorized parties.

Product Composition

XYZ protects the confidentiality of this information by:

- Keeping the information under lock and key except when designated employees have need of its use.
- Allowing only those employees who have a "need to know" access to this information. Other XYZ employees do not have access to this information.
- Requiring all employees who have access to this information to sign a confidentiality agreement.
- Requiring customers who have access to this information to sign confidentiality agreements

Disclosure of the composition of our final blended products could cause substantial harm to XYZ by allowing competitors to reverse engineer our products. XYZ has invested significant resources over many years developing these products. Disclosure of these compositions could allow competitors to copy our products without them being required to expend the resources we have spent developing them, thereby reducing our current competitive advantage. To the best of our knowledge, this information is not publicly available and is not reasonably obtainable by the public or other unauthorized parties.

Certification

I hereby certify under penalty of law that to the best of my knowledge and belief, after diligent inquiry, the information claimed above as confidential meets the confidential information criteria of 9 VAC 5-170-60 C and 40 CFR 2.208 and is not "emissions data." Further, to the best of my knowledge, this information has never been determined not to be confidential information by EPA or any other agency, nor has it ever been disclosed to the public by EPA or any other agency.

Typed Name and Title of Responsible Official _____

Signature of Responsible Official _____

Date _____

DEQ staff will review the material to determine its eligibility for confidential treatment and will inform you in writing of the determination. If you have any questions, please contact the DEQ regional office to which the application is made.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY - AIR PERMITS

LOCAL GOVERNING BODY CERTIFICATION FORM	
Facility Name:	Registration Number:
Applicant's Name:	Name of Contact Person at the site:
Applicant's Mailing address:	Contact Person Telephone Number:
Facility location (also attach map):	
Facility type, and list of activities to be conducted:	
<p>The applicant is in the process of completing an application for an air pollution control permit from the Virginia Department of Environmental Quality. In accordance with § 10.1-1321.1, Title 10.1, Code of Virginia (1950), as amended, before such a permit application can be considered complete, the applicant must obtain a certification from the governing body of the county, city or town in which the facility is to be located that the location and operation of the facility are consistent with all applicable ordinances adopted pursuant to Chapter 22 (§§ 15.2-2200 <u>et seq.</u>) of Title 15.2. The undersigned requests that an authorized representative of the local governing body sign the certification below.</p>	
Applicant's signature:	Date:
<p>The undersigned local government representative certifies to the consistency of the proposed location and operation of the facility described above with all applicable local ordinances adopted pursuant to Chapter 22 (§§15.2-2200 <u>et seq.</u>) of Title 15.2. of the Code of Virginia (1950) as amended, as follows:</p> <p>(Check one block)</p> <p><input type="checkbox"/> The proposed facility is fully consistent with all applicable local ordinances.</p> <p><input type="checkbox"/> The proposed facility is inconsistent with applicable local ordinances; see attached information.</p>	
Signature of authorized local government representative:	Date:
Type or print name:	Title:
County, city or town:	

[THE LOCAL GOVERNMENT REPRESENTATIVE SHOULD FORWARD THE SIGNED CERTIFICATION TO THE APPROPRIATE DEQ REGIONAL OFFICE AND SEND A COPY TO THE APPLICANT.]

LOCAL GOVERNING BODY CERTIFICATION FORM

Effective July 1, 1993, Section 10.1-1321.1 of the Code of Virginia specifies that:

"A. No application for a permit for a new or major modified stationary air pollution source shall be considered complete unless the applicant has provided the Director with notification from the governing body of the county, city, or town in which the source is to be located that the location and operation of the source are consistent with all ordinances adopted pursuant to Chapter 22 (æ 15.2-2200 et seq.) of Title 15.2."

"B. The governing body shall inform in writing the applicant and the Department of the source's compliance or noncompliance not more than 45 days from receipt by the chief executive officer, or his agent, of a request from the applicant."

"C. Should the governing body fail to provide written notification as specified in subsection B of this section, the requirement for such notification as specified in subsection A of this section is waived."

Definitions:

- Any new site (not previously designated as a stationary source) upon which one or more emissions units undergo initial construction, installation, or relocation shall be considered a **New Source**; a "green field" source.
- Any existing stationary source making changes to emission units (construction, installation, modification, reconstruction, or relocation) shall be considered a **Modified Source**. Modified sources need only use this form if the modification is major.
- Any stationary source that emits, or has the potential to emit, 100 tons or more per year of any regulated air pollutant shall be considered a "**Major Source**". "Regulated air pollutant" is defined in 9 VAC 5-80-1110 C.
- Any modified source, the modification of which is equivalent to the definition of a "major source", shall be considered a **Major Modified Source**.
- Any "major source", the modification of which results in a "significant" net emissions increase of any regulated pollutant, shall be considered a **Major Modified Source**.
- Emissions levels that are considered **Significant** for stationary sources located in Prevention of Significant Deterioration Areas are listed in the definition of "significant" in 9 VAC 5-80-1710 C. Emission levels that are considered **Significant** for stationary sources located in Non-attainment Areas are listed in the definition of "significant" in 9 VAC 5-80-2010 C.

If required, the attached form should be submitted to the appropriate officials of the county, city, or town in which your facility is to be located. (The form is not required for Operating Permits insofar as these pertain to previously existing and operating sources.)

1. Applicant: Fill out the top section of the form and sign in the center block. Send the partially completed notification form to the local governing body by certified mail/return receipt, and keep a copy of the return receipt. A copy of the return receipt should then be submitted with the application to the appropriate DEQ regional office.

2. Local officials: You may use either this form or a certification designed by the locality. If you use this form, please fill out the bottom section of the form. The form asks you to certify that the facility is or will be consistent with all applicable local ordinances. Please check the appropriate box, sign the form and if there is inconsistency, please attach an explanation that indicates the corrective measures being taken. Then forward the form (or the certification designed by the locality) to the appropriate DEQ regional office within 45 days following receipt of the request from the applicant. (A postmark date within 45 days of receipt is sufficient.) Send a copy of the completed form to the applicant.

There are two ways for an applicant for a new or major modified stationary air pollution source permit to comply with this requirement. (1) When a completed form is received by DEQ indicating that locality certifies that the location and operation of the proposed source are in compliance with local ordinances, then this requirement is met. (2) If the locality fails to respond in writing to the request within 45 days of receipt, then this requirement is met when the applicant provides DEQ with evidence that the locality has received the form and has failed to respond in writing within the 45-day period.

COMMONWEALTH OF VIRGINIA
Department of Environmental Quality



AIR PERMIT APPLICATION
Emergency Generator General Permit

General information

CHECK ALL FORMS THAT APPLY AND LIST ALL ATTACHED DOCUMENTS

- CONFIDENTIAL INFORMATION, Pages vii and viii
- REQUEST FORM FOR LOCAL GOVERNMENT CERTIFICATION, Page ix
- CONTENTS AND DOCUMENT CERTIFICATION, Pages 1-2
- GENERAL INFORMATION, Page 3-4
- EMERGENCY GENERATOR GENERAL PERMIT QUESTIONNAIRE, Pages 5 - 8

LIST ATTACHED DOCUMENTS

- MAP of SITE LOCATION
- FACILITY SITE PLAN
- PROCESS FLOW DIAGRAM/SCHEMATIC
- ESTIMATED EMISSIONS CALCULATIONS
- STACK TESTS
- LOCAL GOVERNING BODY CERTIFICATION FORM

Note any of the added form sheets above; also indicate the number of copies of each form in blank provided.

DOCUMENT CERTIFICATION FORM
(see other side for instructions)

I certify under penalty of law that this document and all attachments [as noted above] were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering and evaluating the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

I certify that I understand that the existence of a permit under [Article 6 of the Regulations] does not shield the source from potential enforcement of any regulation of the board governing the major NSR program and does not relieve the source of the responsibility to comply with any applicable provision of the major NSR regulations.

SIGNATURE: _____ DATE: _____
NAME: _____
TITLE: _____ REGISTRATION
COMPANY: _____ NUMBER: _____

References: Virginia Regulations for the Control and Abatement of Air Pollution (Regulations), 9 VAC 5-20-230B and 9 VAC 5-80-1140E. See reverse of this form for instructions.

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY

DOCUMENT CERTIFICATION FORM

INSTRUCTIONS FOR USE

Various provisions of the Regulations for the Control and Abatement of Air Pollution require that certain documents submitted to the Board or the Department be signed by a responsible official with certification that the information contained in the statement is accurate to the best knowledge of the individual certifying the statement. Documents covered by this requirement include, but are not limited to, permit applications, registrations, emission statements, emission testing and monitoring reports, or compliance certifications. The certification should include the full name, title, signature, date of signature, and telephone number of the responsible official. A responsible official is defined as follows (Regulations, 9 VAC 5-20-230A.):

- a. For a business entity, such as a corporation, association or cooperative, a responsible official is either:
 - (1) The president, secretary, treasurer, or a vice-president of the business entity in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the business entity; or
 - (2) A duly authorized representative of such business entity if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit and either (i) the facilities employ more than 250 persons or have gross annual sales or expenditures exceeding \$25 million (in second quarter 1980 dollars), or (ii) the authority to sign documents has been assigned or delegated to such representative in accordance with procedures of the business entity.
- b. For a partnership or sole proprietorship, a responsible official is a general partner or the proprietor, respectively.
- c. For a municipality, state, federal, or other public agency, a responsible official is either a principal executive officer or ranking elected official. A principal executive officer of a federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

Certification is required with each application submittal, including amendments to an application (i.e. new pages, revisions to existing pages and other amendments to application information).

Reference: Regulations, 9 VAC 5-80-1140D. Letters, phone calls, etc. are considered additional supplementary information to the certified application submittal.

**COMMONWEALTH OF VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
AIR PERMIT APPLICATION GENERAL INFORMATION**

PERSON COMPLETING FORM	DATE	REGISTRATION NUMBER

COMPANY AND DIVISION NAME:		
MAILING ADDRESS:		
TELEPHONE NUMBER:	NUMBER OF EMPLOYEES AT SITE:	PROPERTY AREA AT SITE:
EXACT SOURCE LOCATION – INCLUDE NAME OF CITY (COUNTY) AND FULL STREET ADDRESS OR DIRECTIONS:		
PERSON TO CONTACT ON AIR POLLUTION MATTERS – NAME AND TITLE:	PHONE NUMBER:	
	FAX NUMBER:	
	E-MAIL ADDRESS:	
FOR OFFICIAL USE ONLY		
COUNTY CODE:	PLANT ID NUMBER:	LAT/LONG:

DESCRIBE THE PRODUCTS MANUFACTURED AND/OR SERVICES PERFORMED AT THIS FACILITY:

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LIST THE STANDARD INDUSTRIAL CLASSIFICATION (SIC) CODE(S) FOR THE FACILITY:

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LIST THE NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) CODE(S) FOR THE FACILITY:

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PLEASE LIST ALL THE FACILITIES IN VIRGINIA UNDER COMMON OWNERSHIP OR CONTROL BY THE OWNER OF THIS FACILITY:

MILESTONES: This section is to be completed if the permit application includes a new emissions unit or modification to existing operations.

MILESTONES*	STARTING DATE	ESTIMATED COMPLETION DATE
New equipment installation		
Modification of existing process or equipment		
Start-up dates		

*For new or modified installations to be constructed in phased schedule, give construction/installation starting and completion date for each phase.

GENERAL INFORMATION INSTRUCTIONS

COMPANY AND DIVISION NAME - list the official company name and the division if applicable.

MAILING ADDRESS - list the mailing address that corresponds to the facility on this application.

TELEPHONE NUMBER - list the phone number at the facility.

NUMBER OF EMPLOYEES AT SITE - list the number of employees at the facility.

PROPERTY AREA AT SITE - list the area in acres.

EXACT SOURCE LOCATION - provide a description of the facility location indicating street address or directions to facility; provide a map pinpointing the exact source location and specify where the plant property boundaries are, if requested by the regional office; provide a plant layout with dimensions of all buildings (height, length, width) at the facility indicating all stack and emission point locations by stack or reference number, if requested.

PERSON TO CONTACT ON AIR POLLUTION MATTERS - provide the name/title of a contact person for air pollution matters.

PHONE NUMBER - provide a phone number at which DEQ staff can reach the contact person.

FAX PHONE NUMBER - provide the fax number of the contact person, if there is one.

E-MAIL ADDRESS - provide an E-mail address of the contact person, if you wish to communicate with DEQ by e-mail.

FOR OFFICIAL USE ONLY - provided for use by the DEQ regional office.

PRODUCTS MANUFACTURED/SERVICED - indicate the type of business in which this facility is engaged, listing products produced and/or services performed.

SIC CODE(S) - provide all 4-digit Standard Industrial Classification Code(s) for this facility and for the process(es). Place primary SIC in the first set of blocks.

Reference website:

<http://www.osha.gov/pls/imis/sicsearch.html>

NAICS CODE(S) - provide all 6-digit North American Industry Classification System Code(s) for this facility and for the process(es). Place primary NAICS in the first set of blocks.

Reference website:

<http://www.census.gov/epcd/naics07/>

FACILITIES UNDER COMMON OWNERSHIP - list the facilities in Virginia that are owned by the applicant company, its subsidiaries, and its parent company.

MILESTONE DATES - list all dates pertinent to this application as accurately as possible. For start-up dates, provide each relevant date as it might affect emissions, e.g., start-up of each unit, modification of each unit, imposition of or changes in permitted emissions for each unit.

EMERGENCY GENERATOR GENERAL PERMIT QUESTIONNAIRE

I certify, based on my knowledge of the emergency generator(s) and the attached mathematical/engineering demonstration, that it is not a major source, located at a major source, or will become a major source as defined in Article 1, 7, 8, or 9 of Part II of 9 VAC 5-80 (Permits for Stationary Sources).

SIGNATURE: _____

DATE: _____

NAME: _____

TITLE: _____

Mathematical/Engineering demonstration is attached

A. Emergency Generator(s) Information:

UNIT REF. NO.	EQUIPMENT MANUFACTURER, TYPE AND MODEL NUMBER	MODEL YEAR	TYPE OF FUEL	MAXIMUM RATED OUTPUT	
				OUTPUT BRAKE HORSEPOWER (BHP)	ELECTRICAL POWER (kW)

Unit Ref. No.: Assign a unique reference number for each emergency generator. If the facility has other equipment already registered, do not repeat those reference numbers. **NOTE:** Where a unit burns more than one fuel, assign a separate line for each, pegged to the unit (i.e., #1A for diesel, #1B for the same unit burning biodiesel, etc.).

Equipment Manufacturer, Type and Model No.: Provide the nameplate information for each emergency generator.

Model Year: Give the model year for each emergency generator.

Type of Fuel: Natural gas, liquid petroleum gas (LPG), diesel fuel, biodiesel fuel, and/or biodiesel blends.

**Note: Please print multiple pages if needed.

EMERGENCY GENERATOR GENERAL PERMIT QUESTIONNAIRE

B. Air Pollution Control Equipment:

UNIT REF. NO.	DEVICE REF. NO.	POLLUTANT(S) CONTROLLED	AIR POLLUTION CONTROL EQUIPMENT			
			CONTROL DEVICE, MANUFACTURER, AND MODEL NUMBER	TEMPERATURE (°F) or ENGINE BACKPRESSURE (inH ₂ O)	% EFFICIENCY	
					DESIGN	ACTUAL

Unit Ref. No.: Continue assigned reference number(s) from previous page(s).

Device Ref. No.: Assign a unique pollution control device reference number(s).

Pollutant(s) Controlled: List all pollutants emitted from the emergency generator that are controlled.

Control Device, Manufacturer, and Model: List the control device itself and manufacturer and model of the control equipment associated with the pollutant listed in the preceding column. See optional control equipment below:

1. Selective Catalytic Reduction (SCR) Open Looped System
2. Selective Catalytic Reduction (SCR) Closed Looped System
3. Diesel Oxidation Catalyst (DOC)
4. Diesel Particulate Filter (DPF)
5. Other

Temperature or Backpressure: List the minimum urea injection temperature (for SCR), catalyst outlet temperature (for DOC), or the design engine backpressure (for DPF).

Percent Efficiency: List the design and actual control efficiency for the control equipment and associated pollutant.

**Note: Please print multiple pages if needed.

EMERGENCY GENERATOR GENERAL PERMIT QUESTIONNAIRE

C. Tanks:

UNIT REF. NO.	TANK TYPE (USE CODE A)	DATE OF MFR. OR CONST.	MATERIAL STORED NAME AND CAS NUMBER	MAX. TRUE VAPOR PRESS. (psia)	MAXIMUM AVERAGE STORAGE TEMP. (° F)	TANK DIAM. (feet)	TANK CAPACITY (gallons)	MAXIMUM EXPECTED ANNUAL THROUGHPUT (gallons)	TANK COLOR (SHELL AND ROOF)

Unit Ref. No.: Assign a reference number for each tank.

Tank Type: Assign corresponding number(s) from Code A.

Date of MFR. or CONST.: Give the date that each tank was installed, constructed in place, or manufactured.

Material Stored: List all possible contents for each tank for mixtures.

Maximum True Vapor Pressure: At storage conditions in terms of absolute pressure for mixtures, include maximum true vapor pressure of each component.

Storage Temperature: List the maximum average temperature at which the material is stored.

Tank Diameter: List tank diameter in feet.

Tank Capacity: List tank capacity in gallons.

Maximum Expected Annual Throughput: Indicate the maximum annual throughput limit that is sought.

Tank Color: List tank colors for the shell and roof of the tank.

Code A – Tank Type	
1. Fixed Roof – Vertical Tank 2. Fixed Roof – Horizontal Tank 3. Floating Roof - Internal (welded deck) 4. Floating Roof - Internal (riveted deck) 5. Floating Roof - External (welded deck) 6. Floating Roof - External (riveted deck)	7. Variable Vapor Space 8. Pressure Tank (over 15 psig) 9. Underground Splash Loading 10. Underground Submerged Loading 11. Underground Submerged Loading, Balanced 12. Other (specify)

**Note: Please print multiple pages if needed.

EMERGENCY GENERATOR GENERAL PERMIT QUESTIONNAIRE

D. Stack/Exhaust Data

UNIT REF. NO.	VENT/ STACK NO.	VENT STACK HEIGHT (feet)	EXIT DIAMETER (feet)	EXIT GAS VELOCITY (fpm)	EXIT GAS VOLUME (acfm)	EXIT GAS TEMP. (°F)

Unit Ref. No.: Continue the unique assigned reference number(s) from previous pages.

Vent/Stack No.: One reference number may have many exhaust points. Assign a unique vent/stack number for each vent or stack through which the equipment identified by this unit reference number exhausts.

Vent/Stack Height: List the exit height (in feet) from the ground level.

Exit Diameter: List the inside diameter (in feet) of the vent/stack at its exit. For rectangular vents, provide length and width (in feet) of the vent/stack at its exit.

Exit Gas Velocity: List the velocity in feet per minute of the stack gas as it exits the vent/stack.

Exit Gas Volume: List the volume of the flow in actual cubic feet per minute.

Exit Gas Temperature: List the temperature in degrees Fahrenheit.

EMERGENCY GENERATOR GENERAL PERMIT QUESTIONNAIRE

**Note: Please print multiple pages if needed.

