



Environmental  
Protection Agency

# Introduction to Air Permitting and Reporting



# Overview of Session Part 1

- ★ Basic permit liability
- ★ What operations need air permits, what is exempt
- ★ Permit application forms and data req'd
- ★ Permit application processing
- ★ Allowed construction before permit
- ★ Questions

Break



# Overview of Session Part 2

- ★ Permit structure
- ★ Reporting and Recordkeeping
- ★ Emission fee reports
- ★ BAT and recent permitting changes
- ★ Reporting online through Air Services
- ★ Questions



# Air Permitting Basics

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# Basic permit facts

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- ★ It is the company's obligation to determine if an air permit is needed.
- ★ It is the company's obligation to apply for, obtain and comply with permit.
- ★ Permit needed before installing & starting-up equipment.



# Basic facts (continued)

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- ★ Air permits are for specific equipment at that facility location.
- ★ New permit is needed if equipment is moved to new address. Moving it within the building is generally OK.
- ★ Permits can be transferred to a new owner.

# Why Permits Are Important: Focus of EPA Inspections

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- ★ Inspector will check if company is maintaining records required by **air permits**.
- ★ Inspector will check to see if everything that needs an **air permit** has one.



# Common Air Quality Violations

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- ★ Installing and operating equipment without obtaining proper **permits**.
- ★ Not maintaining records required by **permits**.
- ★ Exceeding **permit** limits.
- ★ Not maintaining air pollution control equipment.



# What Needs an Air Permit?

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- ★ No definitive list exists!
- ★ Permit needed for “*air pollution source*,” “*air contaminant source*” or “*emission unit*” = each separate activity or operation that emits air pollutants.
- ★ Permit is only for that air pollution source. Company may need several air permits to cover all plant operations.

# What May Need an Air Permit?

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## 4 Rules of Thumb:

- ★ Something with a stack, vent or dust collector.
- ★ Something that uses solvents, paints, inks or adhesives.
- ★ Something that burns fuel.
- ★ Something that causes smoke, dust or odors.



# Common things needing permits



Boiler



Paint booth



Printing press



Dry cleaner



Stone crushing

# Does Everything Need an Air Permit?

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NO – three options for exemption:

1. Permanent exemptions (OAC 3745-31-03)
  - ★ Lists 45+ types of equipment and processes that do not need air permits.
  - ★ No EPA notification required.

# Some things exempt under permanent exemptions...



Lab fume hoods



Boilers, water heaters  
< 10 million Btu/hr



Storage tanks  
<19,800 gallons

# More examples.....



Non-vented machining operations

Small solvent  
parts washers  
w/nonchlorinated solvent



Solvent reclaiming units  
< 20 gallon capacity



# Air permit exemptions (cont.)

## 2. Permit-by-rule exemption OAC 3745-31-03(A)(4)

- Emergency generators
- Plastic parts molding
- Small crushers
- Ground water/soil cleanup
- Auto body shops
- Gas stations
- Gas-fired boilers
- Printing shops

*Simple 1-page notification to Ohio EPA required, no waiting!*

*But, you must meet qualifying conditions first and keep records required by the PBR.*

# Air permit exemptions (cont.)

## 3. “De minimis” source exemption

(OAC 3745-15-05)

- ★ Emits less than 10 lbs/day of air pollutants and;
- ★ Less than 2000 lbs/yr of hazardous air pollutants.
- ★ Can't be subject to federal rules.
- ★ Requires emission calculations.



# Air Permit Self-Assessment

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**Step 1:** Tour your plant to identify all air pollution sources using the 4 rules of thumb.

**Step 2:** Determine what operations fit the permanent exemptions or permit-by-rule.

**Step 3:** Determine if remaining operations can be *de minimis* by doing emission calculations.

**Step 4:** Assume what is not exempt needs a permit.

# Types of Air Permits

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## Permit to Install and Operate (PTIO)

- ★ Permit needed before installing and operating equipment.
- ★ For equipment installed after January 1, 1974, can be done years after installation.
- ★ 1-6 months to get, depends on complexity.
- ★ One-time installation fee.
- ★ Allows 18 months to start construction.

# Types of Air Permits (cont.)

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## Permit to Install and Operate (PTIO)

- ★ Allows continued operation.
- ★ 5-10 year term, all renewable on same date.
- ★ For minor and Synthetic Minor facilities only
- ★ Not for “Title V facilities” → they need PTI.



# Types of Air Permits (cont.)

## General PTIO

- ★ “Canned permit,” can view beforehand
- ★ 45 day or less processing time
- ★ Simplified application form – no calculations!
- ★ Certain operations and sizes only:

*Dry cleaning*

*Boilers*

*Metal parts painting*

*Ready-mix concrete*

*Fugitive dust (roads and storage piles)*



# Ways to apply for permit:

## Hard copy

Non-Title V facilities only

## Online through Air Services

Title V facilities - mandatory

Synthetic Minor facilities – mandatory

Non-Title V facilities - optional



# Permit Application Form

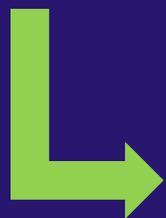
Form 3150a



general company data

+

Emission Activity Category (EAC) form



equipment and process data,  
very specific – 43 types of EACs

# Permit Application Form #3150a

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- ★ Company name, address, and contact.
- ★ Estimate of types & quantities of emissions.
- ★ Diagram of process/equipment being installed/operated.
- ★ Description of pollution control equipment.
- ★ Description of emission points & stacks



# Emissions data-Form 3150a

- ★ Estimates of maximum emissions expected
- ★ PM, SO<sub>2</sub>, NO<sub>x</sub>, CO, VOC, OC, Lead
- ★ Hazardous Air Pollutants (HAPs)
- ★ 303 Air Toxics (OAC 3745-114-01)
- ★ Actual emissions (normal ops.)
- ★ Requested emissions (max ops.)



# Calculating Emissions

- ★ Use emission factors (AP-42), material balance, actual testing, vendor info., → see EAC form Instructions.
- ★ Must agree with equipment and production capacities on EAC form.
- ★ Normal and maximum possible (worst case) emission rates



# EAC form data

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- ★ Detailed specs and capacities of equipment being installed/operated.
- ★ Usage rates of raw materials, fuels.
- ★ Production rates of finished products.
- ★ Types of pollution control measures



# Permit Process

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**Step 1:** Company completes PTIO application & submits to District Ohio EPA office.

**Step 2:** District Office reviews for completeness within 14 days, notifies company.

**Step 3:** District does technical review, writes permit, sends to Central Office (Columbus). 1-3 months.



# Permit Process (cont.)

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**Step 4:** Central Office performs review, < 1 month; returns to district if needed.

**Step 5:** Central Office issues permit either:

Final – usually within 2-4 weeks

Draft – published in local paper, 30-day public comment, adds 45+ days min before final is issued.



# Permit Processing Pitfalls

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- ★ Incomplete application (unsigned, wrong form, missing data, no process diagram).
- ★ Submitting application at last minute before starting construction.
- ★ Not anticipating public concern, possible draft permit adding time.



# Tips for Faster Permits

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- ★ Make sure application is complete.
- ★ Meet with district office to discuss installation before submitting application.
- ★ Stay in contact with district permit engineer.



# Tips for Faster Permits (cont.)

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- ★ Promptly respond to requests for additional information.

## Ohio EPA “Rush List”

- ★ Written demonstration of economic or financial hardship if permit delayed.

[www.epa.ohio.gov/dapc/fops/rush.aspx](http://www.epa.ohio.gov/dapc/fops/rush.aspx)



# Tracking Your Permit

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1. Contact your local district office
2. Contact Central Office (614) 644-2270
3. Electronic copies through DAPC's Web site:

[www.epa.ohio.gov/dapc/permits/permits.aspx#tracking](http://www.epa.ohio.gov/dapc/permits/permits.aspx#tracking)

# Allowed construction activities before permit is issued(minor facilities only):

## Non-Title V (minor) facilities

Can do almost everything except hook-up utilities and begin operation.

## Title V and Synthetic Minor facilities

Can only do temporary activities like site clearing, excavation, temp utility connections, etc.

*Nothing permanent.*

All at own risk to owner/operator – no permit guaranteed

See OAC 3745-31-33 for allowed activities list.



# Helpful air permitting resources

- ★ DAPC Permits web page (forms, fees, etc.)

[www.epa.ohio.gov/dapc/permits/permits.aspx](http://www.epa.ohio.gov/dapc/permits/permits.aspx)

- ★ Emission factors

<http://www.epa.gov/ttn/chief/index.html>

- ★ District Office permit engineers

<http://www.epa.ohio.gov/dapc/general/dolaa.aspx>

- ★ OCAPP, one-on-one help with permit applications (small businesses only)

1-800-329-7518



# Air Services -Home Page

[Help](#)

**Air Services Home** | [Application Detail](#)

[Air Services Home](#) >  
**Air Services Home**

Look at your "Facility Profile" = what OEPA sees

**Facility Information**

Facility Name: Knox Community Hospital      Facility ID: 0142010014  
Address1: 1330 Coshocton Rd      Address2:  
City: Mount Vernon      State: Ohio      Zip: 43050      County: Knox

[View Frozen Facility](#)

**In Progress Tasks**

Select	Task Type	Task Description	Dependent on Task	Created Date	User Name
<input type="radio"/>	Facility Change	<a href="#">Facility Profile Change</a>	N/A	Apr 18, 2008	dapc14
<input type="radio"/>	PTV/PTIO Permit Application	<a href="#">PTV/PTIO Application</a>	<a href="#">Facility Profile Change</a>	Apr 18, 2008	dapc14

[Delete](#)   [Printable view](#)   [Export to excel](#)

**New Tasks**

Select from the list below to create a new task

<a href="#">Facility Profile Change</a>	<a href="#">Emissions Report</a>
<a href="#">Owner/Contact Change</a>	<a href="#">Permit Evaluation Report (PER)</a>
<a href="#">Permit-by-rule (PBR) Notification</a>	<a href="#">Title V Annual Compliance Certification Report (TVCC)</a>
<a href="#">PTV/PTIO Permit Application</a>	<a href="#">Other Compliance Report</a>
<a href="#">TV Permit Application</a>	
<a href="#">Request Administrative Permit Modification</a>	

**access history & info** (points to [Facility Profile History](#))

**start applications, reports, etc.** (points to [Facility Profile Change](#))

[Air Services Home](#) | [Application Detail](#) | [Help](#)

# Air Services -Facility Profile Page

**Facility Profile**

Facility ID: 1431070849      Current Permitting Classification: TV      Facility Profile Start Date: 3/11/2008  
Facility Name: University of Cincinnati      Operating Status: Operating      Facility Profile End Date: Current

**Facility Information**

Facility ID: 1431070849  
Facility Name: University of Cincinnati  
Facility Description: University power plants,  
Address1: Clifton Campus  
Address2:  
City: Cincinnati      State: Ohio      Zip: 45221  
County: Hamilton  
Portable:   
Operating Status: Operating  
Permitting Classification: TV      PER Due Date: Not Applicable  
Transitional Status:  
Title V Permit Status: Extended      Title V Certification Report Due Date: April 30  
Emissions Reporting Category for 2007: TV      Status: Reminder Sent  
Anticipated Emissions Reporting Category for 2008: TV

**Facility Details**

Core Place ID: 21097

**Latitude and Longitude**

Latitude Degree: 39      Minute: 8      Second: 2.0  
Longitude Degree: 84      Minute: 30      Second: 33.0

[Lat/Long reference information](#)

**SIC**

SIC
8221 Colleges And Universities

[Printable view](#)   [Export to excel](#)

[SIC reference information](#)

**NAICS**

NAICS
611310 Colleges, Universities, and Professional Schools

[Printable view](#)   [Export to excel](#)

[NAICS reference information](#)

[Edit](#)   [Validate](#)   [Submit](#)   [Show Profile Report](#)

[Create Emissions](#)   [Create Control Equipment](#)   [Create Egress Point](#)

**Facility Tree**

- 1431070849
  - 8005
    - 8005-0
    - 8005-1
    - 8005-2-TEMP
      - UC02
  - 8006
  - 8007
  - 8008
  - 8009
  - 8010
  - 8011
  - 8012
  - 8013
  - 8014
  - 8015
  - 8016
  - 8017
  - 8018
  - 8019
    - 8019-3
    - 8019-4
    - 8019-5-TEMP
      - UC01
  - 8020
    - 8020-6

access  
summary  
info

Emission  
units

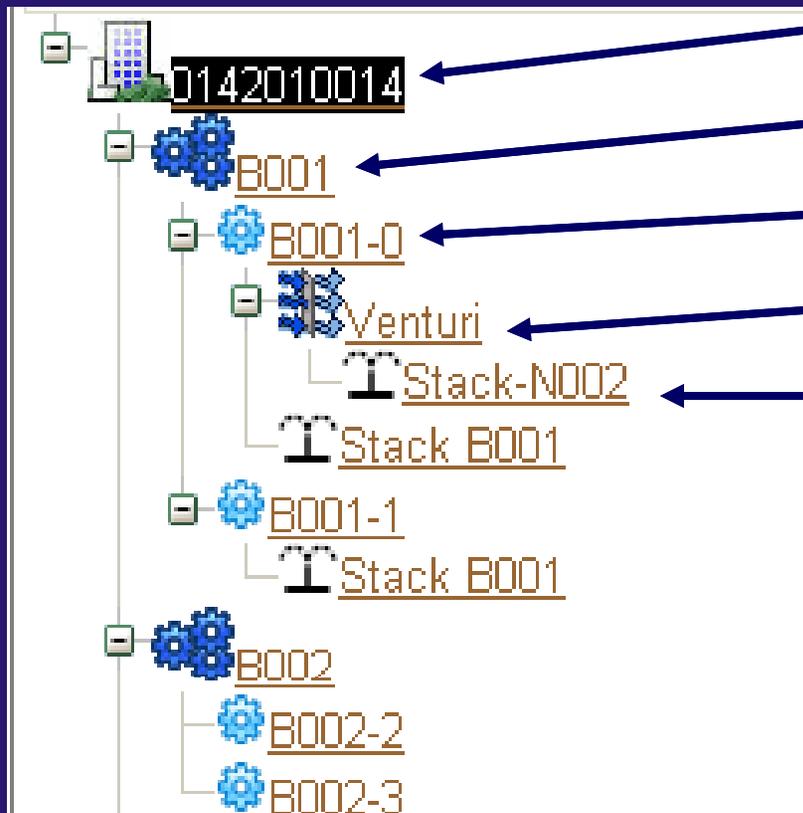
"Facility Tree"

basic facility info

# Facility Tree Concept

Represents the “emissions units” at your facility

- ★ Started for you (pre July 2008 data migrated in)
- ★ Shows “parts” of each emissions unit (process type, controls, stacks, etc.)



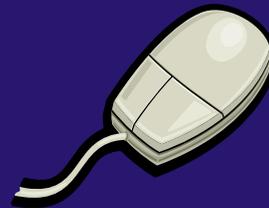
Facility ID number

Emissions Unit

Process description = SCC

Control Equipment

Egress Point = stack or fugitive



*Click on IDs to open page with specific information*

# Questions?



# Air Permitting and Reporting Part II: Now What?

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Division of Air Pollution Control,  
Central District Office  
(614) 728-3778



# Helpful Pre-Permit Hints

- ★ Know your Ohio EPA air contact
- ★ Applications:
  - ★ complete forms to allow for maximum operational flexibility
  - ★ fill out the forms to the best of your ability
  - ★ ask questions
  - ★ communicate urgency



# Great Job!...Now what?

- ★ Read and understand your permit
- ★ Make it easy
- ★ Submit reports
- ★ Be aware



# Permits and Reporting

- ★ Permit Structure
- ★ Monitoring and Reporting
- ★ Fee Reports
- ★ Helpful Hints
- ★ Air program changes



# Permit Structure

- ★ Cover Pages
- ★ Table of Contents
- ★ Authorization Page
- ★ Standard Terms and Conditions
- ★ Facility-Wide Terms and Conditions



# Permit Structure

- ★ Emissions Unit Terms and Conditions
  - ▶ equipment description
  - ▶ rules
  - ▶ limits



# Permit Structure

- B. Operational restrictions
- C. Monitoring and/or record keeping requirements
- D. Reporting requirements
- E. Testing requirements
- F. Miscellaneous requirements



Permit Number:  
Facility Name:   
Facility ID:   
Working Copy of a Permit in Progress

1. Emissions Unit Group - Lab Spray Booths: K006, K007,

EU ID	Operations, Property and/or Equipment Description
K006	Spray Booth 9 - Color Lab
K007	Spray Booth 10 - Technical Lab

a) The following emissions unit terms and conditions are federally enforceable with the exception of those listed below which are enforceable under state law only:

(1) None.

b) Applicable Emissions Limitations and/or Control Requirements

(1) The specific operations(s), property, and/or equipment that constitute each emissions unit along with the applicable rules and/or requirements and with the applicable emissions limitations and/or control measures. Emissions from each unit shall not exceed the listed limitations, and the listed control measures shall be specified in narrative form following the table.

	Applicable Rules/Requirements	Applicable Emissions Limitations/Control Measures
a.		
b.		

(2) Additional Terms and Conditions

a. None.

c) Operational Restrictions

(1) None.

d) Monitoring and/or Recordkeeping Requirements

(1) None.

e) Reporting Requirements

(1) None.

f) Testing Requirements

(1) None.

g) Miscellaneous Requirements

(1) None.



**“We don’t have time for a lot of fancy recordkeeping.”**

# Recordkeeping

- ★ Emissions unit specific or rule based
- ★ Designed to ensure proper compliant operation
- ★ Emissions tracking used to demonstrate ongoing compliance



# Recordkeeping

- ★ Read your permit
- ★ Incorporate req'ts
- ★ Make it easy and fail safe
- ★ Train staff (if nec)



# Why Have Reporting?

- ★ Method of notifying regulatory authorities of the following:
  - ★ equipment malfunctions
  - ★ (un)scheduled maintenance
  - ★ emission releases
  - ★ failure to follow permit requirements
- ★ Fee reports



# What Requires Operator to Submit a Report?

- ★ Permits:
  - ★ quarterly, PER, other
- ★ Rules:
  - ★ immediately, within 30 days, within 45 days
- ★ Federal rules:
  - ★ quarterly, annual, other
- ★ Emergency Response



# Where are Reporting Requirements Found?

- ★ Issued permit (PTI, PTIO, PTO, Title V):
  - ★ standard terms and conditions (T&C)s
  - ★ facility-wide or emission unit T&Cs
- ★ Rules:
  - ★ OAC rules 3745-21-09, 3745-15-06, etc.
  - ★ federal rules MACT, NSPS, etc.



# Reports: PER

- ★ Permit Evaluation Report (PER)
  - ★ annual report for deviations
  - ★ will replace most quarterly reports
  - ★ covers all units issued a PTIO
- ★ Does not replace rule-based or synthetic minor reporting



# Reports: PER

- ★ OEPA will mail:
  - ★ reminder and PER form
  - ★ only units that have been issued a PTIO
- ★ Will ask for specific information
- ★ Due date is one of 4 days during year



# Reports: PER (page 1)



State of Ohio Environmental Protection Agency  
Division of Air Pollution Control

## Annual Permit Evaluation Report (PER)

**Due Date:** [PER Due Date]

**Reporting Period:** [Reporting Period Start Date] - [Reporting Period End Date]

**Facility Name:** [Facility Name]

**Facility ID:** [Facility ID]

**Facility Address:** [Facility Address Line 1]  
[Facility Address Line 2]  
[Facility City, State Zip]

**Primary Contact:** [Primary Contact First Name, Last Name]

**Mailing Address:** [Primary Contact Address Line 1]  
[Primary Contact Address Line 2]  
[Primary Contact City, State Zip]

**Phone:** [Primary Contact Phone]

**E-mail Address:** [Primary Contact E-mail]

The facility address information given above was populated by Ohio EPA's most current database of information. If the above information has changed or is incorrect, please indicate the correct information below. You may also complete this PER electronically using the eBusiness Center - Air Services at [ebiz.epa.ohio.gov](http://ebiz.epa.ohio.gov) on the Internet.

Indicate changes below.

Facility Name:	
Facility Address:	
Reason for Facility Address Change:	
Primary Contact:	
Mailing Address:	
Phone Number:	
E-mail Address:	

★ Basic facility information pre-populated

★ Identify if changes needed in box below

# Reports: PER (page 2)



State of Ohio Environmental Protection Agency  
Division of Air Pollution Control

Annual Permit Evaluation Report (PER)

Table I: Emissions Units with Issued PTIOs

EU ID*	EU Description	Company Equipment ID	Permit Number	PTIO Effective Date
[EU ID]	[Description]	[Company ID]	[Permit Number]	[Effective Date]

\* List any additional emissions units (EUs) that have been issued a PTIO that are not included in the list above.

A "Detailed Emissions Unit (EU) Form" (attached) must be submitted for each EU listed in Table I to satisfy PER reporting obligations. In addition to the PER, please remember that your PTIOs may specify other state or federal reporting requirements.

**Additional Information and Corrections:**

Please list below any additional information you need to communicate with Ohio EPA. At a minimum, identify if you have any EU(s) that were permanently shutdown, EU(s) that will not be installed or modified, or EU(s) not in operation during the reporting period. See the "Annual Permit Evaluation (PER) Form FAQs" document for an explanation and additional examples or relevant information.


**Report Responsibility:**

This PER, including any accompanying information, is required under the authority of the director of the Ohio Environmental Protection Agency. [Ohio Revised Code 3704.03(I)] Failure to submit this PER, including any accompanying information, or falsifying this PER, including any accompanying information, may result in civil or criminal penalties in accordance with applicable state law.

**Assistance With This Form:**

If you have any questions please see the attached "Annual PER Form FAQs" document or contact [DO/LAA Long Name] at [DO/LAA Phone].

★ Emissions Unit(s) table pre-populated

★ Box to identify any additional info/corrections

★ Responsibility language

# Reports: PER (page 3)



State of Ohio Environmental Protection Agency  
Division of Air Pollution Control

Annual Permit Evaluation Report (PER)

## Detailed Emissions Unit Form(s)

PER Reporting Period: *[Reporting Period Start Date] - [Reporting Period End Date]*

### Detailed Emissions Unit Form Instructions\*:

1. Please complete questions A and B for each emissions unit (EU) that has been issued a PTIO. In addition, either confirm the accuracy of the information provided or change the information accordingly.
  2. If you indicated "yes" for question A or B, for each deviation or exceedance that occurred during the reporting period, please provide an attachment with the following information:
    - a. EU ID;
    - b. dates and/or duration;
    - c. description of deviation or exceedance including probable cause;
    - d. description of corrective action(s) if taken; and
    - e. if no corrective action(s) were taken, then why not?
  3. If applicable, for each visible emission (VE) incident that occurred during the reporting period, please provide an attachment with the following information:
    - a. EU ID;
    - b. dates and/or duration; and
    - c. additional information as required per the applicable PTIO.
- \* For further explanation, or if you have any questions, please see the attached "Annual PER Form FAQs" document or contact [DO/LAA Long Name] at [DO/LAA Phone].

### PER Detailed EU Form

EU ID: [EU ID]

Facility ID: [Facility ID]

EU Description: [Emissions Unit Description]

Permit Number: [Permit Number]

PTIO Effective Date: [PTIO Effective Date]

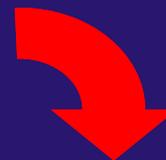
Please provide date below if not present.

Completion of initial installation date:	[FP EU Complete Installation]
Begin installation/modification date:	[FP EU Begin Installation]
Commence operation after installation or latest modification date:	[FP EU Commence Operation]

Were there any deviations or exceedances from the following PTIO requirements?

- A. Operational restrictions or emission limitations? Yes\_\_\_ No\_\_\_
- B. Monitoring, record keeping, or reporting requirements? Yes\_\_\_ No\_\_\_
- C. If Yes for A or B above, then submit the appropriate information as specified in #1 and #2 above. If any visible emission incident occurred during the reporting period, then submit the appropriate information as specified in #3 above.

- ★ Complete this form for each unit issued a PTIO
- ★ Fields in [brackets] are pre-populated
- ★ Questions are at bottom



# Reports: PER

Were there any deviations or exceedances from the following PTIO requirements?

A. Operational restrictions or emission limitations? Yes \_\_\_ No \_\_\_

B. Monitoring, record keeping, or reporting requirements? Yes \_\_\_ No \_\_\_

C. If Yes for A or B above, then submit the appropriate information as specified in #1 and #2 above. If any visible emission incident occurred during the reporting period, then submit the appropriate information as specified in #3 above.

- ★ Answer "Yes" or "No"

- ★ If "Yes", attach info:

  - ▶ i.e.. dates, duration, probable cause, corrective action information

# Reports: Quarterly

Quarterly Deviations include departures from the following:

- ★ emission limits
- ★ operational restrictions
- ★ control device operating parameters



# Reports: Quarterly

Include for each quarterly deviation:

- ★ probable cause(s)
- ★ any corrective actions or preventative measures



# Reports: Quarterly

Negative declaration reports are needed.

- ★ “If no deviations occurred during a calendar quarter, the permittee shall submit a quarterly report, which states that no deviations occurred during that quarter...”
- ★ In other words, facilities must submit a report each and every quarter, regardless of whether or not deviations occurred



# Reports: Rule Based

- ★ Found in issued air permits
- ★ Reporting frequency will be specified
- ★ Examples:
  - ★ within 30 days, within 45 days, etc.
  - ★ See handout



# Reports: Synthetic Minor

Synthetic minor facilities may have additional reporting

- ★ annual emissions
- ★ annual production
- ★ other unique reports



# Reports: Malfunctions

- ★ Breakdown of control equipment that results in a violation (fabric filter, incinerator, carbon adsorber, etc.)
- ★ Scheduled/unscheduled maintenance to avoid a malfunction
- ★ Report malfunction immediately



# Reports: Malfunctions

OAC 3745-15-06(B):

- ★ Notify Ohio EPA or Local Air Authority
- ★ Written report within 2 weeks if longer than 72 hours



# Reports: Malfunctions

- ★ Identification of and location of source
- ★ Duration of breakdown
- ★ Quantity of release
- ★ Statement saying
  - ★ why shutdown of EU was not possible
  - ★ breakdown time is reasonable
  - ★ interim control measures used
  - ★ used PM&MA plan, if applicable

# Reports: Fees

- ★ Actual emissions determine fee
- ★ Different for Minor facilities and Synthetic Minor facilities
- ★ All fee reports are mailed in February and due April 15
- ★ Invoice sent later by Ohio EPA



# Non-Title V Fee Emissions Reports

- ★ Apply to Minor Facilities
- ★ Permittee reports emissions
- ★ Ohio EPA confirms and calculates fee
- ★ Invoice based upon the amount reported



# Non-Title V Fee Emissions Reports

- ★ 2 year reporting cycle (2004, 2006, 2008...)
- ★ Answer Place id #2118
- ★ Annual fees are:
  - ★ 0-9 tons = \$100.00
  - ★ 10-49 tons = \$200.00
  - ★ 50-99 tons = \$300.00
  - ★ 100 or more = \$700.00



# Synthetic Minor Fee Reports

- ★ Apply to Synthetic Minor facilities
- ★ Permittee reports emissions
- ★ Ohio EPA confirms and calculates fee
- ★ Invoice based upon the amount reported



# Synthetic Minor Fee Reports

- ★ Emissions are calculated on an emissions unit basis
- ★ Annual reporting cycle
- ★ Annual fee ranges from \$170.00 to \$3,350.00



# Inspections

- ★ Don't be surprised...they happen.
- ★ Be open and honest
- ★ Show inspector
  - ★ Recordkeeping
  - ★ Emissions units
  - ★ Control equipment



# Helpful Hints

- ★ Ohio EPA goal is compliance, NOT enforcement
- ★ Make recordkeeping as simple as possible
- ★ Develop a pattern for recordkeeping and report submittals
- ★ Foster a good relationship with neighbors



# Air Program Changes

- ★ PTIO
- ★ SB 265
- ★ Air Services



# Frustrations for all

- ★ Need to modify both PTI and PTO
- ★ Where is my permit?
- ★ Quarterly, semi-annual or annual reports?
- ★ Different renewal dates for each unit
- ★ Paper, Paper, Paper!!!!



# PTIO: What?

- ★ Permit-to-Install and Operate (PTIO)
  - ★ allows installation and operation
  - ★ minor and Synthetic Minor facilities
  - ★ one application and simple mods
  - ★ PTIO will replace all previous PTI and PTO permits for a unit over time
  - ★ quarterly reporting to annual
  - ★ grouped permit terms for identical units



# PTIO: What?

- ★ Entire facility renews on same date
  - ★ all PTIOs expire on the same date
  - ★ renewal applications will be due together
- ★ 10 yr renewal for minor sources
- ★ 5 yr renewal for Synthetic Minor sources



# S.B. 265 Changes to Air Permit Program

- ★ Pre-permit construction and air toxics
- ★ Best Available Technology (BAT)
  - ★ No BAT if <10 tons/yr
  - ★ Specific BAT if >10 tons/yr
- ★ BAT controversial and challenged in court
- ★ Interested Part list on website



# Air Services: What?

- ★ New optional web-based system for applications, reporting and more!
  - ★ Log-in to your facility
  - ★ Complete application, report, etc.
  - ★ Click Submit = instant electronic submittal

No paper printing, no paper signature, no mailing!



# Air Services: How?

## What can you do?

Generate and submit:

- ★ applications: PTIO, permit-by-rule, general permits, admin modifications, corrections to applications.
- ★ reports: fee emissions, PER and ALL others you may have.
- ★ Changes to owners/contacts



# Air Services: How?

What can you do?

View:

- ★ all your emissions units
- ★ previously submitted applications
- ★ permits
- ★ historical facility make-up
- ★ progress of your application at Ohio EPA
- ★ and much, much more!



# Air Services: How?

- ★ Ohio EPA migrated all existing electronic data into Air Services = Gives you a starting point!
  - ★ your emissions units, control equipment, egress points, etc.
  - ★ contacts, owners, operators
  - ★ historical applications
  - ★ historical permit documents
  - ★ historical fee reports



# Air Services Home Page

[Help](#)

**Air Services Home** | [Application Detail](#)

[Air Services Home](#) >  
**Air Services Home**

Look at your "Facility Profile" = what OEPA sees

**Facility Information**

Facility Name: Knox Community Hospital      Facility ID: 0142010014  
Address1: 1330 Coshocton Rd      Address2:  
City: Mount Vernon      State: Ohio      Zip: 43050      County: Knox

[View Frozen Facility](#)

**In Progress Tasks**

Select	Task Type	Task Description	Dependent on Task	Created Date	User Name
<input type="radio"/>	Facility Change	<a href="#">Facility Profile Change</a>	N/A	Apr 18, 2008	dapc14
<input type="radio"/>	PTI/PTIO Permit Application	<a href="#">PTI/PTIO Application</a>	<a href="#">Facility Profile Change</a>	Apr 18, 2008	dapc14

[Delete](#)    [Printable view](#)    [Export to excel](#)

**New Tasks**

Select from the list below to create a new task

<a href="#">Facility Profile Change</a>	<a href="#">Emissions Report</a>
<a href="#">Owner/Contact Change</a>	<a href="#">Permit Evaluation Report (PER)</a>
<a href="#">Permit-by-rule (PBR) Notification</a>	<a href="#">Title V Annual Compliance Certification Report (TVCC)</a>
<a href="#">PTI/PTIO Permit Application</a>	<a href="#">Other Compliance Report</a>
<a href="#">TV Permit Application</a>	
<a href="#">Request Administrative Permit Modification</a>	

**access history & info** (arrow pointing to [Facility Profile History](#))

**start applications, reports, etc.** (arrow pointing to [Facility Profile Change](#))

[Air Services Home](#) | [Application Detail](#) | [Help](#)

# Facility Profile Page

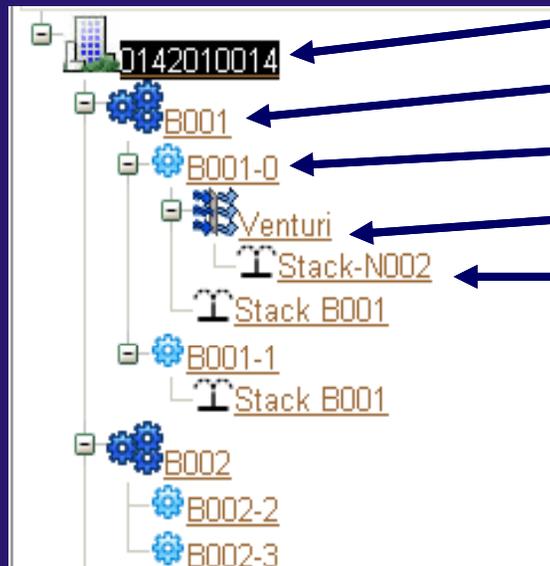
The screenshot displays the Facility Profile Page for the University of Cincinnati. The page is divided into several sections:

- Navigation Menu:** Located on the top left, it includes links for Emission Units, Control Equipment, Egress Points, and Federal Rules. An arrow points to this menu with the text "access summary info".
- Facility Profile Header:** At the top right, it shows "Air Services Home" and "Facility".
- Facility Information Summary:** A row of key data points: Facility ID: 1431070849, Facility Name: University of Cincinnati, Current Permitting Classification: TV, Operating Status: Operating, Facility Profile Start Date: 3/11/2008, and Facility Profile End Date: Current.
- Facility Tree:** A vertical list of emission units on the left side, including B005, B005-0, B005-1, B005-2-TEMP, UC02, B006, B007, B008, B009, B010, B011, B012, B013, B014, B015, B016, B017, B018, B019, B019-3, B019-4, B019-5-TEMP, UC01, B020, and B020-6. An arrow points to this tree with the text "Facility Tree".
- Facility Information Section:** A detailed view of the facility's basic information, including:
  - Facility ID: 1431070849
  - Facility Name: University of Cincinnati
  - Facility Description: University power plants, Clifton Campus
  - Address1: Clifton Campus
  - Address2:
  - City: Cincinnati, State: Ohio, Zip: 45221
  - County: Hamilton
  - Portable:
  - Operating Status: Operating
  - Permitting Classification: TV
  - PER Due Date: Not Applicable
  - Transitional Status:
  - Title V Permit Status: Extended
  - Title V Certification Report Due Date: April 30
  - Emissions Reporting Category for 2007: TV, Status: Reminder Sent
  - Anticipated Emissions Reporting Category for 2008: TV
- Facility Details Section:** Includes Core Place ID: 21097, Latitude and Longitude (Latitude Degree: 39, Minute: 8, Second: 2.0; Longitude Degree: 84, Minute: 30, Second: 33.0), and a link for "Lat/Long reference information".
- SIC Section:** Shows SIC code 8221 (Colleges And Universities) with "Printable view" and "Export to excel" buttons, and a link for "SIC reference information".
- NAICS Section:** Shows NAICS code 611310 (Colleges, Universities, and Professional Schools) with "Printable view" and "Export to excel" buttons, and a link for "NAICS reference information".
- Actions:** At the bottom, there are buttons for "Edit", "Validate", "Submit", "Show Profile Report", "Create Emissions", "Create Control Equipment", and "Create Egress Point".

# Facility Tree Concept

Represents the operations at your facility

- ★ We start it for you (migrated data)
- ★ Updatable
- ★ Basis for many submissions



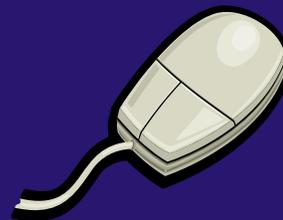
Facility ID = hyperlink to the Facility Profile

Emissions Unit

Process = SCC

Control Equipment

Egress Point = stack or fugitive



*Click on IDs to open page  
with specific information*

# Save, Validate and Submit Documents

- ★ Save for as long as you want before submitting
- ★ All “In progress tasks” (saved documents) are NOT viewable by Ohio EPA until you submit
- ★ Click “Validate” – ensures minimum fields complete
- ★ Submit and enter PIN
- ★ INSTANT SUBMITTAL!!!

★ No paper copies to print, sign and mail.



# Air Services and PTIO Information

- ★ Ohio EPA's Answer Place, search "*Air Services*"

- subscribe to Air Services e-mail list

- FAQ, answers, and how-to videos

- ★ DAPC permit info website:

[www.epa.ohio.gov/dapc/permits/permits.aspx](http://www.epa.ohio.gov/dapc/permits/permits.aspx)

- ★ Air Services info website:

[www.epa.ohio.gov/dapc/airservices.aspx](http://www.epa.ohio.gov/dapc/airservices.aspx)



# Questions?

