



Submission of this form constitutes notice that the party identified in Section I of this form intends to be authorized to install/operate a source of air pollution according to the permit-by-rule provisions of OAC 3745-31-03(C)(1) and (C)(2)(d) or (e). By submitting this form, the applicant agrees to operate and maintain the facility and equipment in accordance with the applicable permit-by-rule provisions. An original signature is needed and forms transmitted by fax will not be accepted. Complete all information as indicated by the instructions.

**I. Applicant Information / Mailing Address**

Company (Applicant) Name: \_\_\_\_\_

Mailing (Applicant) Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**II. Facility / Site Location Information**

Facility Name: \_\_\_\_\_

Facility Address / Location: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Facility Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Ohio EPA Facility ID Number (10-digit) if known – See Instructions: \_\_\_\_\_

**III. Reason for Submitting Notification:**

Initial request  Equipment modification  Ownership change

Request for revocation of current permit - *complete additional information below*

Permit to install (PTI) Number

Emission Unit ID (4-digit)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**IV. Type of Material Remediation Activity – See Instructions:**  Soil-vapor extraction  Soil-liquid extraction

**V. Permit-by-rule Qualifying Criteria:**

Yes  No Is the total combined emission rate from the remediation activities less than 15 pounds of organic compounds per day?

Yes  No Will the remediation activities be completed within 18 months of startup?

**VI. Project-Specific Data and Milestones**

Complete the following Appendix A describing the type of contamination at the site, remediation process to be used, air emissions, and milestones for completing the project. Attach additional sheets of paper as needed. Submit a completed Appendix A with the notification form.

I certify under penalty of law that all statements or assertions of fact made in this notification are true and complete, and shall subject the signatory to liability under state laws forbidding false or misleading statements.

Applicant Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**RETAIN A COPY OF THIS FORM FOR YOUR RECORDS**

Mail the original, signed form to the appropriate Air Permit Review Agency (District Office/Local Air Agency) for your county. (Please refer to the Agency map in the attached instructions for mailing addresses).  
Rev 12/10

**For Ohio EPA Use Only:**

FAC ID: \_\_\_\_\_  
Date received \_\_\_\_\_

# APPENDIX A – Attachment to Permit-by-Rule Notification Form: Soil Vapor/Liquid Remediation

Provide a narrative description of the following items. Attach additional sheets if necessary.

<b>Location and description of the remediation site:</b>
<b>Description of the nature and type of contamination at the site:</b>
<b>Description of the vapor extraction processes and vapor stripping processes (if applicable):</b>
<b>Estimate of the air contaminant emissions in parts per million (ppm) by volume, pounds per hour, and tons per year:</b>
<b>Description of the costs of the vapor control equipment to be used to control emissions from the remediation activities:</b>
<b>Description of the projected start date of the remediation project, a list of the project milestones and an estimate of how long the remediation activities will operate:</b>

**PROJECT MILESTONE REPORTING REQUIREMENT:** In accordance with the permit-by-rule, the applicant is required to notify the appropriate Ohio EPA District Office or Local Air Agency when the project has begun, when major project milestones are met and when the remediation activities are completed.

# INSTRUCTIONS: Permit-by-Rule Supplemental Form Soil Vapor/Liquid Remediation Activities

## **GENERAL INSTRUCTIONS:**

Provide complete responses to all applicable questions. Submittal of an incomplete form will delay review and processing. If you need assistance, contact your Ohio EPA District Office or Local Air Agency for assistance. Contact the Ohio EPA, Division of Air Pollution Control at (614) 644-2270 for more information on contacting your local district office or go to <https://epa.ohio.gov/divisions-and-offices/air-pollution-control/permitting/ohio-epa-district-offices-and-local-air-pollution-control-agencies> and select the office that covers your facility's location. For more information on the permit-by-rule process, including online tracking of your notification form, go to <https://epa.ohio.gov/divisions-and-offices/air-pollution-control/permitting/permit-by-rule-pbr>.

This is a notification form for soil-vapor remediation activities intended to be installed and/or operated according to the permit-by-rule provisions of OAC 3745-31-03(C)(1) and (C)(2)(d) or (e). This permit-by-rule (PBR) provision is intended to cover all processing equipment (pumps, air strippers, holding tanks, etc.) which are part of the remediation project but does not cover other types of air pollution sources at the facility such as unpaved roadways, material storage piles, or diesel electrical generators which may require air pollution permits. For copies of these regulations, contact your Ohio EPA District Office or Local Air Agency or go to <https://epa.ohio.gov/divisions-and-offices/air-pollution-control/regulations>.

- I. Check the appropriate boxes regarding the amount of daily air emissions and the duration of remediation activities. If one or more of these is answered "No", the operations are not eligible for PBR authorization to install or operate. Please complete a permit-to-install application (forms are available at <https://epa.ohio.gov/divisions-and-offices/air-pollution-control/permitting/air-permits> under "Download Permit Applications"), or continue to operate in accordance with your existing permits if the operation has been previously permitted.
- II. Complete Appendix A describing in-depth details about the remediation project, attaching additional pages if necessary. Attach the completed Appendix A to the PBR Notification Form.

**Signature Requirements** – This notification will be deemed incomplete if it is not signed by the appropriate signatory. Please see the following guidance at [https://ohioepa.custhelp.com/app/answers/detail/a\\_id/1200](https://ohioepa.custhelp.com/app/answers/detail/a_id/1200) for more information on who is authorized to sign this form or contact your Ohio EPA District Office or Local Air Agency.

## **Permit-by-Rule Requirements: Soil Vapor/Liquid Remediation Activities**

*Excerpts from applicable sections of OAC rules 3745-31-03(C)(1), (C)(2)(d), and (C)(2)(e) are included with these Instructions for convenience. An owner or operator who wishes to apply for PBR concerning soil-vapor remediation activities must comply with all applicable requirements specified in paragraphs (C)(1) – General Provisions, and (C)(2)(d) - Soil-vapor extraction remediation activities or (C)(2)(e) – Soil-liquid remediation activities.*

### (C) Permit-by-rule.

The following air contaminant sources may elect to be permitted under this paragraph in lieu of the requirement to obtain a permit-to-install or PTIO under rule 3745-31-02 of the Administrative Code. These permits-by-rule are valid only as long as the owner or operator complies with all of the permit-by-rule general provisions, meets the qualifying criteria defined in the applicable permit-by-rule and complies with all of the requirements under the applicable permit-by-rule specific provisions. Upon request by the director, the owner or operator of a facility that has exceeded the permit-by-rule thresholds or that the director finds is causing or may cause a public nuisance in violation of rule 3745-15-07 of the Administrative Code shall submit an application for a permit-to-install or PTIO.

These permits-by-rule do not, however, exempt any air contaminant source from requirements of the Clean Air Act, including being considered for purposes of determining whether a facility constitutes a major source or is otherwise regulated under Chapter 3745-77 of the Administrative Code or any requirement to list significant or insignificant activities and emission levels in a Title V permit application. In addition, this rule does not relieve the owner or operator from the requirement of including the emissions associated with these sources into any major NSR permitting action.

### **(1) General provisions.**

These general provisions apply to all owner or operators who are utilizing one or more of the permits-by-rule listed in paragraph (B) of this rule.

#### (a) Recordkeeping requirements.

The owner or operator shall collect and maintain the records described for each air contaminant source electing to be permitted under paragraph (B) of this rule and these records shall be retained in the owner or operator's files for a period of not less than

five years, unless otherwise specified in each permit-by-rule. These records shall be made available to the director or any authorized representative of the director for review during normal business hours.

(b) Notification requirements for new installations.

For the purposes of this paragraph, a new permit-by-rule air contaminant source is an air contaminant source installed after the promulgation date of any new applicable permit-by-rule or July 29, 2005, whichever comes later. The owner or operator of a new permit-by-rule air contaminant source electing to use an applicable permit-by-rule shall submit a written notification in a form and manner prescribed by the director prior to installation of the air contaminant source. This notification, or form, shall be submitted to the appropriate Ohio environmental protection agency district office or local air agency, and shall contain the following information, at a minimum:

- (i) The owner or operator's and the facility contact's name.
- (ii) The facility mailing address and telephone number.
- (iii) The location of the air contaminant source.
- (iv) A description of the air contaminant source, including any pollution control.
- (v) A statement by the owner or operator that indicates which permit-by-rule applies to the air contaminant source.

(c) Notification requirements for existing permitted sources.

The owner or operator of an air contaminant source which is operating under an existing permit-to-install, PTIO or permit-to-operate may continue to operate in compliance with that permit or may submit a written request to the Ohio environmental protection agency to revoke any such individual permit or permits and to allow the air contaminant source to operate under the permit-by-rule provisions. The director may revoke a permit-to-install, PTIO or permit-to-operate if the permittee requests revocation, agrees to meet all permit-by-rule qualifying and operating conditions, and the director determines that the revocation will not result in the violation of any applicable laws. When a permittee requests a revocation pursuant to this paragraph, the director, without prior hearing, shall make a final determination on the request and inform the permittee in writing. If the director agrees with the request to operate under the permit-by-rule, then the permit-by-rule becomes applicable to the permittee on the date the existing permit-to-install, PTIO or permit-to-operate are revoked.

(d) Notification requirements for existing permit-by-rule sources.

The owner or operator of an air contaminant source that is operating under one of the permit-by-rules that existed prior to July 29, 2005 (emergency electrical generators, injection and compression molding, crushing and screening plants, soil-vapor extraction and soil-liquid extraction) and desires to continue operating under the permit-by-rule shall submit a written notification which contains all of the elements required in paragraph (B)(1)(b) of this rule. This notification shall be submitted to the appropriate Ohio environmental protection agency district office or local air agency and shall be submitted by July 29, 2006.

(e) Records retention requirements.

Each record of any monitoring data, testing data, and support information required pursuant to a specific permit-by-rule shall be retained for a period of five years from the date the record was created. Support information shall include, but not be limited to, all calibration and maintenance records and all original strip-chart recordings for continuous monitoring instrumentation, and copies of all reports required by the specific permit-by-rule. Such records may be maintained in computerized form.

(f) Reporting requirements.

The owner or operator shall submit required reports in the following manner:

- (i) Reports of any monitoring or recordkeeping information required by a specific permit-by-rule shall be submitted to the appropriate Ohio environmental protection agency district office or local air agency.
- (ii) Except as otherwise may be provided in a permit-by-rule specific reporting requirements paragraph of a specific permit-by-rule, a written report of any deviations (excursions) from emission limitations, operational restrictions, qualifying criteria, and control equipment operating parameter limitations that have been detected by the testing, monitoring, and recordkeeping requirements specified in the permit-by-rule shall be submitted to the appropriate Ohio environmental protection agency district office or local air agency within thirty days of the date the deviation occurred. The report shall describe the specific limitation or operational restriction exceeded, the probable cause of such deviation, and any corrective actions of preventive measures that have been or will be taken.

(g) Scheduled maintenance/malfunction reporting.

Any scheduled maintenance of air pollution control equipment shall be performed in accordance with paragraph (A) of rule 3745-15-06 of the Administrative Code. The malfunction of any air contaminant source or any associated air pollution control system shall be reported to the appropriate Ohio environmental protection agency district office or local air agency in accordance with paragraph (B) of rule 3745-15-06 of the Administrative Code. Except as provided in that rule, any scheduled maintenance or malfunction necessitating the shutdown or bypassing of any air pollution control system shall be accompanied by the shutdown of the air contaminant source that is served by such control system.

## (2) Source Specific provisions.

**(d) Soil-vapor extraction remediation activities** located at facilities that have total combined emission rates less than fifteen pounds of OCs per day are hereby exempted from the permit-to-install or PTIO requirements for a period of eighteen months from the beginning of vapor extraction activities so long as the owner or operator provides the director with the following information prior to beginning actual construction:

- (i) A description and the location of the remediation site.
- (ii) A description of the nature and type of contamination at the site.
- (iii) A description of the vapor extraction processes to be used in the remediation activities.
- (iv) An estimate of the air contaminant emissions in parts per million by volume, pounds per hour and tons per year.
- (v) A description of the costs of the vapor control equipment to be used to control emissions from the remediation activities.
- (vi) A description of the projected start date of the remediation project, a list of the project milestones and an estimate of how long the remediation activities will operate.
- (vii) A notice of when the soil-vapor extraction remediation activities begin, when major project milestones are met and when the remediation activities are completed.

**(e) Soil-liquid extraction remediation activities** located at facilities that have total combined emission rates less than fifteen pounds of OCs per day are hereby exempted from the permit-to-install or PTIO requirements for a period of eighteen months from the beginning of the liquid extraction activities so long as the owner or operator provides the director with the following information prior to beginning actual construction:

- (i) A description and the location of the remediation site.
- (ii) A description of the nature and type of contamination at the site.
- (iii) A description of the liquid extraction and liquid-vapor stripping processes to be used in the remediation activities.
- (iv) An estimate of the air contaminant emissions in parts per million by volume, pounds per hour and tons per year.
- (v) A description of the costs of the vapor control equipment to be used to control emissions from the remediation activities.
- (vi) A description of the projected start date of the remediation project, a list of the project milestones and an estimate of how long the remediation activities will operate.
- (vii) A notice of when the soil-liquid extraction remediation activities begin, when major project milestones are met and when the remediation activities are completed.