

Instructions
Title V Permit to Operate
Permit Application
(09/09)

The Title V permit application form must be completed and submitted for each source required to obtain a Title V Permit to Operate under Section 33-15-14-06, "Title V Permit to Operate", of the North Dakota Air Pollution Control Rules. Instructions for completing each section are shown below.

Note: For renewal applications, the current Title V permit will be the baseline reference document for streamlining and cross-referencing purposes. The requirements (40 CFR 70.5(c) & NDAC 33-15-14-06.4.c) to include a citation and description of all applicable requirements and a description of or reference to any applicable test methods for determining compliance with each applicable requirement may be met for renewals by completing the Renewal Application Form (SFN52824) and accomplishing either or both of the following: 1) enclose an annotated (red-lined) copy of the current permit indicating all permit changes needed to reflect the current facility configuration, applicable requirements and test methods; 2) enclose a narrative that conveys all changes needed to the current permit to reflect the current facility configuration, all applicable requirements and test methods.

Section A - General Application Information

General information regarding the source must be included in this section. This must be completed once per application.

If the application is for a minor permit modification, this section as well as section L must be completed. If the application is for a significant modification or an initial permit, the entire application must be completed.

Section B - Relationship Between Emission Units and Emission Points

A separate Section B must be completed for each emissions unit at a facility. Each emission point at a unit must be assigned a unique identification number; alternative operating scenarios for an emission point must also be assigned a unique identifier (i.e., emission points 1.a and 1.b).

Section C - Process Description

A separate Section C must be completed for each emissions unit identified in Section B. Limits on the operating schedule or production rate of the unit are included in this section. A description of the regulatory requirements applicable to the emissions unit, the air pollution control equipment and general stack data must also be included.

Section D - Emissions Data, Point Sources

Emissions of each air contaminant from each emissions point must be included in this section. A list of air contaminants must be provided in units of pounds per hour and tons per year and in units of an applicable standard. Calculations upon which the estimates were based must also be provided.

Section E - Emissions Data, Fugitive Sources

Emissions of fugitive (nonpoint) emissions must be included in this section. A separate Section E must be submitted for each fugitive emission source. Fugitive emissions are emissions which are not vented through a well defined stack. A description of the fugitive emissions source must be provided along with a list of air contaminants in units of pounds per hour and tons per year.

Section F - Insignificant/Trivial Units

Pursuant to 33-15-14-06.4, detailed information for insignificant units need not be included in permit applications; however, information regarding insignificant units must be sufficient to determine the applicable requirements. Insignificant units are those that have a potential to emit less than the amounts of air contaminants listed below:

Particulate (Total PM, PM ₁₀ , PM _{2.5}):	2 tons per year
Sulfur Dioxide:	2 tons per year
Hydrogen Sulfide:	2 tons per year
Carbon Monoxide:	2 tons per year
Nitrogen Oxides:	2 tons per year
Ozone:	2 tons per year
Reduced Sulfur Compounds:	2 tons per year
Volatile Organic Compounds (VOCs):	2 tons per year
All other regulated contaminants including Section 112(b) contaminants	0.5 tons per year

Note: Trivial Units/Activities: An emissions unit that has the potential to emit less than 0.2 ton/yr (400 lb/yr) of a criteria pollutant or 0.05 ton/yr (100 lb/yr) of an air toxic pollutant is considered trivial and need not be addressed in the permit application. In addition, a list of activities considered trivial may be found at:

www.health.state.nd.us/AQ/AirForms.htm.

Section G - Compliance Schedule and Plan

Information regarding the compliance status of your facility must be provided in this section. If the facility is not in compliance with requirements effective at the time of permit issuance or requirements effective during the term of the permit, a compliance plan (indicating how and when the source will comply with an applicable requirement) must be submitted. Additional information may be attached as necessary.

Section H - Compliance Certification (method of compliance)

Complete this section to explain the methods to be used to certify compliance with an applicable standard. A separate Section H must be completed for each emissions unit at the source for which a standard applies.

Section I - Compliance Certification

This section must be completed once per application. This section includes statements regarding compliance with applicable requirements and must be signed by a responsible official.

"Responsible official" means:

- 1) For a corporation: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, any other person who performs similar policy or decision making functions or a duly authorized representative of such person.
- 2) For a partnership or sole proprietorship: a general partner or the proprietor.
- 3) For a municipality, State, Federal or other public agency: either a principal executive officer or ranking elected official.
- 4) For Title IV (acid rain) sources: The designated representative under Title IV of the Clean Air Act and the designated representative for Title V.

Section J - Flexible Permits (General Information)

Completion of this section is necessary only if application is being made for an alternative operating scenario for an emissions unit at the facility.

Section K - Flexible Permits (Alternative Compliance Method)

This section must be completed for each alternative operating scenario listed in Section J.

Section L - Minor Permit Modification

This section (as well as Section A) must be submitted for a minor permit modification as defined by Subsection 33-15-14-06.6 of the North Dakota Air Pollution Control Rules.