



## **APPLICATION COMPLETENESS CHECKLIST**

### **GENERAL PERMIT – SOIL VAPOR EXTRACTION UNITS**

**Before submitting this application to ADEQ, please ensure that you have completed the following:**

***(PLEASE CHECK THE BOXES AND ATTACH THIS TO THE APPLICATION)***

- The General Permit Applicability Checklist is completed (Form A – pages 5 to 7)
- The Application Form (Form B – page 8) has been completed and signed by the Responsible Official (see page 4 for definition of “Responsible Official”)
- Verified that the business name identified in Item #1 of the Application Form is registered with the Arizona Corporation Commission (Form B – page 8)
- The Equipment List has been completed and identifies all equipment which will be covered by this General Permit. This includes type of equipment, maximum rated capacity, make, model, serial number, date or year of manufacture, and equipment identification number (Form C – page 9)
- The Responsible Official has signed the Certification of Compliance and the Certification of Truth, Accuracy, and Completeness (Form D – page 10)
- The General Permit Application Fee of \$500 has been included in your submittal.

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**APPLICATION PACKET  
for  
GENERAL AIR QUALITY  
CONTROL PERMIT**

**for**

**SOIL VAPOR EXTRACTION  
UNITS**

**Arizona Department of**



**Environmental Quality**

**Air Quality Division**

## INTRODUCTION

This application is intended to assist applicants in determining if their Soil Vapor Extraction Unit (SVEU) meets the criteria for coverage under the General Permit for SVEU. If it is determined that the SVEU meets the criteria for coverage, this application packet assists the applicant in the submittal of the information that is required to process their application for the general permit. SVEU covered under the general permit can operate anywhere in Arizona and will pay lower annual air quality fees than those covered under an individual air quality permit.

## PERMIT APPLICABILITY

Treatment sites located outside of Maricopa, Pima, and Pinal Counties which have contamination at levels high enough to emit more than 40 tons per year of volatile organic compounds (VOCs) are required to obtain an air quality permit. Although a site emitting less than 40 tpy of VOCs does not require a permit, it may require a registration if its maximum capacity to emit any regulated minor NSR pollutant, with any elective limits, is equal to or greater than the permitting exemption threshold. The 40 ton per year threshold must be calculated based upon continuous direct venting from the extraction device without assuming any air pollution controls (e.g. oxidizer, carbon absorption, etc.), and at the maximum capacity of the blower being used at the site. The 40 ton per year permitting threshold only applies to sites located outside of Maricopa, Pima, and Pinal Counties as these counties have their own permitting threshold levels. To determine if your site is below the permitting thresholds in these counties, the applicant must contact the respective county at the phone numbers below. If the respective county determines that you do need a permit to operate there, the applicant may still use this general permit, as it allows authorization to operate anywhere in the state. **This general permit does not authorize operation on tribal lands. If you plan to operate in those areas you will need to contact the appropriate permitting authority.**

If the applicant has any questions regarding permit applicability, please contact the appropriate agency at the phone number below:

ADEQ: 1-800-234-5677, ext. 771-2330

Maricopa County: (602) 506-6010

Pima County: (520) 724-7400

Pinal County: (520) 866-6929

## DISCLAIMER

This application packet does not waive the rights of the Director as provided under Arizona Administrative Code (A.A.C.) R18-2-304 to request that additional information be submitted by the applicant to assist in the processing of the application for an air quality permit. Any applicant who fails to submit any relevant facts or who has submitted incorrect information in a permit application shall, upon becoming aware of such failure or incorrect submittal, promptly submit such supplementary facts or corrected information. In addition, an applicant shall provide additional information as necessary to address any requirements that become applicable to the source after the date it filed a complete application but prior to release of a proposed permit. If there is any difference between this application packet and Title 18, Chapter 2 of the A.A.C., the A.A.C. shall take precedence.

## PERMIT ISSUANCE TIME FRAME

According to A.A.C. R18-1-525, ADEQ has 21 business days to determine if the submitted general permit application is complete. Once the application is determined to be complete, the Department has 103 business days to make a licensing decision on the application. The counting of the days can be suspended by the Department upon the determination that additional information is needed. In such a case, a letter will be sent to the applicant informing them that the counting of days has been suspended, and will also specify what additional information is necessary to continue processing the application.

# APPLICATION INSTRUCTIONS

## Form A: General Permit Applicability Checklist

Form A of this application packet has been developed to determine if your facility qualifies for coverage. Those facilities which do not qualify must obtain an individual (source specific) air quality permit.

## Form B: Standard Permit Application Form

Please complete all lines.

Note: The “Responsible Official” is the owner or partner of the company in most cases. It may also be the president or vice-president of larger companies. If there is a question as to who the responsible official is, contact ADEQ for more information at 602-771-2338.

## Form C: Equipment List

ADEQ needs to be able to identify all pieces of equipment covered under the General Permit. Use Form “C” to provide a list of all SVEU units to be permitted.

## Form D: Compliance Certification and Certification of Truth, Accuracy, and Completeness

A Compliance Certification and Certification of Truth, Accuracy and Completeness must be signed and submitted by all applicants. Form D should be used to submit a complete compliance certification for this general permit application.

## Form E: Fee Summary

Form E is a summary of fees associated with this General Permit.

## Filing Instructions

1. An application fee of \$500.00 must be submitted by all. Please make your check or money order payable to ADEQ. The application fee must accompany each application submittal.
2. Please mail the completed application packet and the \$500.00 application fee to the following address:

Arizona Department of Environmental Quality  
Air Quality Division  
Permits Section  
1110 West Washington Street  
Phoenix, Arizona 85007-2935

# FORM A

The following questions are designed to determine if your facility meets the criteria for coverage under the general permit or is required to obtain an individual permit.

Question #1: Will this SVEU be used to treat sites containing halogenated compounds?

YES       NO

**If the answer is NO**, proceed to Question #4

Question #2: Will the SVEU be able to meet the following calculation?

$$C_c \times F < 20,000 \text{ ppmv} \left( \frac{Ft^3}{Min} \right)$$

Where:

$C_c$  = Sum of Concentrations of All Halogenated Compounds, ppmv,  
Entering the SVEU Control Device,

$F$  = Flowrate, SCFM

YES       NO

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.

Question #3: Do gases exiting the SVEU have a total VOC emission rate equal to or less than 90 tons per year while operating outside of Maricopa County?

YES       NO

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.

Question #4: Will this SVEU be operated inside of Maricopa County?

YES       NO

**If the answer is NO**, proceed to Question #7

Question #5: Do gases exiting the SVEU have a total VOC emission rate equal to or less than 22.5 tons/year while operating in Maricopa County?

YES       NO

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Maricopa Air Quality for further assistance.

Question #6: Will the SVEU inlet stream have a VOC concentration less than 20,000 ppmv?

YES       NO

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ or Maricopa County for assistance.

Question #7: Is the SVEU either electrically powered or fueled with natural gas or propane?

YES       NO

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.

Question #8: Will the SVEU operate utilizing either carbon adsorption or thermal oxidizer or catalytic oxidizer?

YES       NO

**If the answer is YES**, proceed to Question #9 for Carbon Adsorption, Question #10 for Thermal Oxidizer, and Question #11 for Catalytic Oxidizer

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.

Question #9: When the SVEU is utilizing carbon adsorption, will the gases entering the SVEU system be fed through a minimum of two granulated activated carbon (GAC) canisters arranged in series?

YES       NO

**If the answer is YES**, the facility qualifies for coverage under this general permit.

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.

Question #10: When the SVEU is operating utilizing thermal oxidation, will the process temperature be equal to or greater than 1400 degrees Fahrenheit (°F)?

YES       NO

**If the answer is YES**, the facility qualifies for coverage under this general permit.

**If the answer is NO**, the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.

Question #11 When the SVEU is operating in catalytic oxidation mode, will the process temperature be equal to or greater than 600° F?

YES       NO

**If the answer is YES,** the facility qualifies for coverage under this general permit.

**If the answer is NO,** the facility does not qualify for coverage under the general permit and must obtain an individual permit. Please contact the Air Quality Permits Section at ADEQ for assistance.



**FORM B**

**APPLICATION FOR GENERAL PERMIT FOR SVEU**

(As required by A.R.S. § 49-426, and Title 18, Chapter 2, Article 5, Arizona Administrative Code)

1. Permit to be issued to: (Business license name of organization that is to receive permit) \_\_\_\_\_

2. Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

3. Name (or names) of Owners/Principals: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

4. Name of Owner's Agent (IF APPLICABLE): \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

5. Site Manager/Contact Person and Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

6. Initial Site Name: \_\_\_\_\_

Initial Site Location/Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ ZIP: \_\_\_\_\_

Indian Reservation (if applicable, which one): \_\_\_\_\_

Latitude/Longitude, Elevation: \_\_\_\_\_

7. Type of Organization:

- Corporation       Individual Owner
- Partnership       Government Entity:
- Other \_\_\_\_\_

8. Permit Application Basis: (Check only one box)       New Source

Renewal of Existing Permit

Revision of Existing Permit

For Renewal or Revision, include existing permit number (and expiration date): \_\_\_\_\_

Date of Commencement of Operation: \_\_\_\_\_

9. Signature of Responsible Official of Organization: \_\_\_\_\_

Official Title of Signer: \_\_\_\_\_

10. Typed or Printed Name of Signer: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

**FORM C**  
**Equipment List**  
**(Fill out every column)**

<b>Type of Equipment</b>	<b>Capacity</b>	<b>Make/Model</b>	<b>Manufacture Date</b>	<b>Serial #</b>	<b>Equipment ID</b>

# FORM D

## Compliance Certification and Certification of Truth, Accuracy, and Completeness

**This certification must be signed by the Responsible Official. Applications without a signed certification will be deemed incomplete.**

I certify that I have knowledge of the facts herein set forth, that the same are true, accurate and complete to the best of my knowledge and belief, and that all information not identified by me as confidential in nature shall be treated by ADEQ as public record. I also attest that I am in compliance with the applicable requirements of the General Permit and will continue to comply with such requirements and any future requirements that become effective during the life of the General Permit. I will present a certification of compliance to ADEQ no less than annually and more frequently if specified by ADEQ. I further state that I will assume responsibility for the construction, modification, or operation of the source in accordance with Arizona Administrative Code, Title 18, Chapter 2 and any permit issued thereof.

Typed or Printed Company Name: \_\_\_\_\_

Official Title of Responsible Official: \_\_\_\_\_

Typed or Printed Name of Responsible Official: \_\_\_\_\_

Signature of Responsible Official: \_\_\_\_\_ Date: \_\_\_\_\_

**FORM E**  
**Fee Summary**  
**Fees for General Permit for Soil Vapor Extraction Units**

**GENERAL PERMIT**

**CLASS II**

**NON - TITLE V**

**APPLICATION FEE**

\$500

**ANNUAL INSPECTION FEE**

\$3,020

There is a \$500 fee for facility changes that require the issuance of new Authorizations to Operate.

There is no fee for transfers, administrative amendments, or facility change notices that do not require a permit revision.

Annual inspection fees are due no later than February 1st of each year.