LRAPA
Lane Regional Air Protection Agency

Notice of Intent to Construct

Form AQ104
Answer Sheet

FOR LRAPA USE ONLY	
Permit Number:	Date Received :
Application No:	Amount ($):
Check Number:	Staff Initials:
Approved Date:	

Instructions for using this form

1. Source Number:	
2. Company	**3. Facility Location**
Legal Name:	Name:
Ownership type:	Plant start date:
Mailing Address:	Street Address:
City, State, Zip Code:	City, County, Zip Code:
4. Number of Employees (corporate):	Number of Employees (plant site):

5. Facility Contact Person (authorized to provide additional data and information)	**6. Industrial Classification Code(s)**
Name:	SIC:
Title:	NAICS:
Phone number:	**7. Type of construction/change*:** (see instructions)
Fax number:	☐ Type 1 NC de minimis equipment
Email address:	☐ Request review of emissions calculations
	☐ Type 2 NC

8. Signature

I certify that the information contained in this notice, including any schedules and exhibits attached to the notice, are true and correct to the best of my knowledge and belief.

Name of official (Printed or Typed)	Title of official and phone number
Signature of official	Date

*Note:

- Equipment that is on the list of equipment in LRAPA 34-035(1)(b) requires only the Notice and Go List of Equipment form.
- Unpermitted sources, and Simple and Standard permittees must submit a $779 fee (LRAPA 37-8020 Table 2) for Type 2 NCs. Basic and General ACDP sources are exempt from this fee. For a description of Construction Types 1 through 4, see instructions here.

Notice of Intent to Construct

Type 2 NC modeling requirements.

9. If the application is for a Type 2 NC, modeling must be performed and attached. See Oregon DEQ NC Screening Tool for further information.

For Type 2 NCs: ☐ All emissions below Significant Emission Thresholds, no modeling required
☐ screening modeling attached ☐ refined modeling attached

Cleaner Air Oregon and Toxic Air Contaminant (TAC) Requirements.

For questions Cleaner Air Oregon, contact permitting@lrapa.org

10.	Has the facility completed a Cleaner Air Oregon (CAO) Risk Assessment pursuant to OAR 340-245-0050? **If an ACDP modification is required, this form can't be used.**	No ☐ Yes ☐	If no, submit a copy of AQ104B Toxics Reporting form to permitting@lrapa.org If yes, ☐ attach CAO program confirmation that: 1. A revised risk assessment has been received by LRAPA and a permit modification is not required; or 2. A revised Risk Assessment is not required.

11.	All AQ104 Notice of Construction applications must include AQ104B Toxics Reporting Form unless one of the exclusions listed below are met. Check whichever apply to all changes proposed by this NC application.	
	☐	This project is located at a facility with a General or Basic ACDP.
	☐	This project proposes to only replace like-for-like equipment or processes without an increase in quantity and/or a change in the composition of TAC emissions (e.g., The change does not emit more or new TACs than are currently emitted).
	☐	This project proposes to only install equipment that solely combusts natural gas, propane, liquefied petroleum gas, pretreated landfill gas and pretreated digester gas or biogas, and qualifies for the gas combustion exemption under OAR 340-245-0050(5).
	☐	This project proposes to install pollution control device(s) that do not emit new TACs other than those that are covered by the gas combustion exemption under OAR 340-245-0050(5).
	☐	This project proposes to install an emissions unit that satisfies the criteria for designation as an Exempt TEU under OAR 340-245-0060(3) and LRAPA has approved this designation. See guidance here.

Construction information

12. Description of any existing facility or operations and the proposed construction or changes:

13. Provide a brief description of the production process and attach or include a detailed process flow chart or diagram clearly showing existing emissions units and any changes to the process flow expected after the construction or modification:

Notice of Intent to Construct

14. Include or attach a plot plan, map, or other map-related image that clearly shows or describes at least the following:

- Attach a city map or drawing showing the facility location, property lines and its relation to nearby (i.e., within 1 mile) sensitive receptors such as residential areas, hospitals, schools, etc. If the facility is located in a rural area, the owner/operator should note distances on approaching roads and mark the location of landmarks.
- The location of the nearest zoned residential property or the nearest zoned commercial property (whichever is closer).
- The height of the proposed constructed or modified source and emissions point(s);
- A table or scale for distance.

15.	Will the construction allow for an increase in production or capacity of the facility?	Yes☐ No ☐	If yes, by how much (include appropriate units or appropriate clarifying details):
16.	Are there any new applicable requirements for the new construction or modification?	Yes☐ No ☐	If yes, list them:
17.	Will the construction increase the size (i.e., physical footprint) of the facility?	Yes☐ No ☐	If yes, by how much? (unless the construction is for the installation of a control device, 'yes' to this question requires a new LUCS specific to the changes)
18.	If Land Use approval is required, did you receive approval from the Local Land Use planning jurisdiction(s)? (typically the city or county)	Yes☐ No ☐	If yes, attach the findings, determination(s), and any conditions of approval.
19.	Will the proposed project move or otherwise relocate an emissions unit or emissions point at the site?	Yes☐ No ☐	If yes, include or otherwise attach a map, plot plan, or drawing that clearly shows the old and new emissions points. (also see map requirements of #14)
20.	Will the construction result in any increased fuel usage or new fuels being used on site?	Yes☐ No ☐	If yes, list the types and approximate quantities expected to be used over a specified amount of time (e.g., X gallons of Y fuel per year):
21.	Does the proposed construction have any association with underground piping or underground storage tanks?	Yes☐ No ☐	If yes, it is the applicant's responsibility to contact the Underground Storage Tank program to determine applicable requirements. https://www.oregon.gov/deq/tanks/Pages/UST.aspx
22.	Will the construction result in any new or additional refuse generation?	Yes☐ No ☐	If yes: What are the approximate types and amounts? What will be the method of disposal?
23.	Is there any information on pollution prevention measures or cross-media impacts you want LRAPA to consider in determining applicable control requirements and evaluating compliance methods?	Yes☐ No ☐	If yes, describe below or attach information.

Notice of Intent to Construct

Timing of construction:

24.	Date on which contracts are signed, equipment is ordered, or the facility/entity has or will otherwise 'commit' to initating construction activities	(mm/dd/yyyy)
25.	Anticipated date of the beginning of physical construction (i.e., breaking ground)	
26.	Anticipated date of construction completion*	

*Note: Unless otherwise specified in an issued permit or the construction approval for this project, you must notify LRAPA using the completion form provided by LRAPA within 30 days of completing the construction or modification [LRAPA 34-037(5)].

Equipment specific forms and other information to attach:

27.	Will a new, replaced, or modified emissions unit, device or activity be installed?	Yes☐ No ☐	If yes, review the specific device and activity forms in the series AQ200. Attach relevant forms to this notification (including AQ230 if there are no specific forms for your proposed activity or construction). Form(s) attached? Yes☐ No ☐ For a new emissions unit, device or activity, include or otherwise attach a map, plot plan, or drawing that clearly shows the new emissions point. (also see map requirements of #14) Attach plans, manufacturer information, or specifications for the emissions unit, device or activity. Information attached? Yes☐ No ☐
28.	Will the contruction include pollution control equipment?	Yes☐ No ☐	If yes: • Review the pollution prevention and control device forms in the series AQ300. Attach relevant forms to this notification (including AQ307 if there are no specific forms for your proposed activity or construction). Yes☐ No ☐ • Attach plans, manufacturer information, or specifications for the control equipment. • Information attached? Yes☐ No ☐
29.	Will the construction decrease regulated pollutant emissions?	Yes☐ No ☐	If yes, describe or attach information showing which pollutants, by how much, and how the decrease will occur.
30.	Does the proposed construction include any pollution control equipment or control devices that can be adjusted or varied from the highest reasonable efficiency and effectiveness?	Yes☐ No ☐	If yes, include information necessary for LRAPA to establish operational and maintenance requirements.

Notice of Intent to Construct

Form AQ104
Answer Sheet

Emissions data.

31. Has LRAPA issued an air permit for the location, plant site, or facility where construction is occurring? Yes☐ No ☐
If yes, LRAPA will need emissions information only for the proposed change(s) via question #34.
If no, LRAPA will need to estimate emissions and potential emissions from all activities on site via #34.

- Confirm that all emissions-generating activities and equipment on site (equipment or activity descriptions, sizes or ratings, fuel types used and quantities, production processes, etc.) are sufficiently listed and described within this application; or
- Ensure appropriate AQ200 and 300 series forms (found here) are submitted to sufficiently describe all activities on site.
- Submission of AQ104B Toxics form is required for all unpermitted sources.

32.	Will the construction increase any regulated pollutant emissions? [Definition of regulated air pollutant found in: LRAPA 12-005(147)]	Yes☐ No ☐	If yes, by how much? For each criteria and hazardous air pollutant, use pre and post-construction 'Emisions Data' table of #34.
33.	Will the construction cause any new regulated pollutants to be emitted that were not emitted previously?	Yes☐ No ☐	If yes: For each criteria and hazardous air pollutant, use pre and post-construction 'Emisions Data' table of #34.

34. Pre-and Post-Construction emissions summary data. Note that column (a) will have multiple entries for each emissions unit (one row for each pollutant except for Toxic Air Contaminants, see #10). See the instructions form for more information.

a. Emissions Point	b. Pollutant	c. Pre-Construction Emissions		d. Post-Construction Emissions	
		Short-term (specify unit)	Annual (tons/year)	Short-term (specify unit)	Annual (tons/year)

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Submit an electronic copy of the completed Notice of Intent to Construct to LRAPA at the email address below:

Lane Regional Air Protection Agency 1010 Main Street Springfield, OR 97477 permitting@lrapa.org www.lrapa.org