

APPLICATION PACKET

FOR

AIR QUALITY CONTROL

GENERAL PERMIT

FOR

DRY CLEANING FACILITIES



Arizona Department Of Environmental Quality

Air Quality Division

April 2009

NOTE: If your dry cleaning facility is located in one of the following counties, please contact the respective air quality programs for permitting requirements. Each of these counties has jurisdiction over any dry cleaner located in the respective county.

MARICOPA COUNTY

**Maricopa County Air Quality Department
1001 N. Central Avenue
Phoenix, Arizona 85004
(602) 506-6010**

PIMA COUNTY

**Pima County Department of Environmental Quality
150 West Congress Street
Tucson, Arizona 85701-1332
(520) 740-3340**

PINAL COUNTY

**Pinal County Air Quality
P.O. Box 987
Florence, Arizona 85232
(520) 866-6929**

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I. INTRODUCTION

This application packet has been developed specifically for applicants applying for coverage under the Dry Cleaner General Permit. However, this application packet is not intended as a substitute for the Arizona Air Quality Regulations.

The applicant should read all sections of this packet very carefully and provide all necessary information requested. The final application submitted should include the forms in Section III: General Permit Application Forms, of this packet and necessary attachments (i.e. process description, process flow diagram, etc.). Additional copies of the forms may be made as necessary.

If you need assistance in completing this Form, please contact the Arizona Department of Environmental (ADEQ), Air Quality Division, Permit Section at (602) 771-2338 or (602) 771-2337 or toll free in Arizona at 800-234-5677 Ext. 771-2338 or Ext. 771-2337.

A. APPLICABILITY

1. The Dry Cleaner General Permit, hereafter referred to as the General Permit, covers dry cleaning facilities that are subject to Federal and State regulations. The General Permit covers only those dry cleaning facilities which use perchloroethylene (PCE) as the cleaning solvent.
2. This General Permit covers the following dry cleaning facilities:
 - Facilities with dry-to-dry machines only, with PCE consumption of less than or equal to 2,100 gallons per year;
 - Facilities with transfer machines only with PCE consumption of less than or equal to 1,800 gallons per year; or
 - Facilities with a combination of dry-to-dry and transfer machines with PCE consumption of less than or equal to 1,800 gallons per year.
3. Any facility which has an annual PCE consumption greater than that specified in paragraph 2 of this Section (above), constitutes a major source and does not qualify to be covered under this General Permit..
4. Coin operated dry cleaners are likely exempt from the requirement to obtain a permit and are not covered by this general permit.

B. 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.

II. APPLICATION INSTRUCTIONS

STEP 1: Standard Application Form

Arizona Administrative Code, Title 18, Chapter 2, section 304 (R18-2-304) requires applicants to submit the Standard Application Form (Form 1) and all information required by the filing instructions as shown in Section III. Instructions for completing the Form 1 are as follows:

- A. Items #1 through #4: Complete Permit to be issued to, Mailing Address, Previous Company Name (if applicable), Name of Owner/Principals and Phone, Fax and Email of Owner/Principals fields.

- B. Item #5: Enter name and contact information of Owner's Agent if another individual/company will be submitting the general permit application on the owner's behalf.
- C. Item #6: The Plant/Site Manager or Contact Person is the person that ADEQ may contact for any additional information.
- D. Item #7: Specify the name and location of the plant. The township/range/section may be substituted for latitude/longitude coordinates which are specified in degrees, minutes and seconds.
- E. Item #8, the "Equipment Name/Purpose and Equipment List/Description" should describe what is produced at the plant. The Equipment List/Description can be referenced to Form 3.
- F. Item #9: If the "other" box is checked, please be specific as to what the organization is.
- G. Item #10: asks for the Permit Application Basis which indicates what type of permit is necessary.
 - 1. If the equipment has never been permitted, then the boxes titled "New Source" and "General Permit" should be checked.
 - 2. If the equipment is already permitted under an individual permit and you are applying for coverage under the General Permit, then the boxes titled "Renewal of Existing Permit" and "General Permit" should be checked and the current permit number must be included on the line titled "For renewal or modification, include existing permit number".
 - 3. If you have a group of equipment covered by the General Permit and you are adding additional equipment, then the boxes titled "Revision" and "General Permit" should be checked and the current General Permit Number(s) must be included on the line titled "For renewal or modification, include existing permit number".
 - 4. For new sources the "Date of Commencement of Construction or Modification" is the expected date that construction will begin. For existing sources this date need not be defined.
 - 5. If there is any chance that the equipment will be leased out, answer "yes" in the appropriate box.
 - 6. The Standard Industrial Classification Code for dry cleaning plants is **7216**. State Permit Class is **Class II**
- H. Items #11 and #12: The "Responsible Official" is the owner or a partner of the company in most cases. It may also be the president or vice-president of larger companies. This official will ensure that the information submitted in the application is correct and that the requirements of the permit are followed. If there is a question as to who the responsible official is, contact ADEQ for more information.

STEP 2: Emission Calculations

The PCE emission calculations are based on the amount of PCE purchased in the previous 12 months. Table 1 in Form 2 can be used to record the monthly purchase and calculate the total amount of PCE purchased in the previous 12 months. An example is provided in Table 2. The applicant must then determine the source category of the facility from Form 2A.

STEP 3: Equipment List

- A. ADEQ must be able to identify all pieces of equipment covered under the General Permit. Use Form 3 of Section III to provide a list of all pieces of equipment to be permitted including control equipment and boilers (make additional copies if necessary).

The list should include not only the type of equipment, but also the make, model, maximum rated capacity, serial number, manufacture date, and equipment identification number (if available) of each piece of equipment.

- B. If the equipment has not been purchased at the time of application, the serial number need not be listed, but an equipment identification number will be required. The equipment identification number must be clearly stenciled on each piece of equipment to be permitted after such equipment is purchased.

STEP 4: Compliance Plan/Certification

A compliance plan/certification must be submitted by all applicants. Form 4 can be used to submit a complete compliance plan/certification.

STEP 5: Process Description

Include a process description and a process flow diagram. A process description is a brief description of the material flow process. This includes a description of how the fabrics are dry cleaned, how the PCE solvent is received, stored, handled and recovered.

STEP 6: Filing Instructions

1. An Application Fee of \$500 must be submitted by all applicants. Please make your check or money order payable to ADEQ. The Application Fee must accompany each application.
2. Please mail Forms 1 through 4 of the application packet, the process description and the \$500 Application Fee to the following address:

Arizona Department of Environmental Quality
Air Quality Division
1110 West Washington
Phoenix, Arizona 85007

3. Please remember to make photo copies of Forms 1 through 4 of the application packet and the process description before mailing.
4. Pages 1 through 6 of the application packet should be kept by the applicant for reference purposes.

**III. Dry Cleaner General Permit
Application Forms**

FORM 1: STANDARD PERMIT APPLICATION FORM
ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY
Air Quality Division
1110 West Washington St ♦ Phoenix, AZ 85007 ♦ Phone: (602) 771-2338

STANDARD PERMIT APPLICATION FORM

(As required by A.R.S. § 49-426, and Chapter 2, Article 3, 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. Previous Company Name: (if applicable) _____
4. Name (or names) of Owners/Principals: _____
Phone: _____ Fax: _____ Email: _____
5. Name of Owner's Agent: _____
Phone: _____ Fax: _____ Email: _____
6. Plant/Site Manager or Contact Person/Title: _____
Phone: _____ Fax: _____ Email: _____
7. Proposed Plant Name: _____
Proposed Plant Location/Address: _____
City: _____ County: _____ ZIP: _____
Indian Reservation (if applicable): _____
Latitude/Longitude, Elevation: _____
8. Equipment Name/Purpose: _____
Equipment List/Description: _____

9. Type of Organization:
 Corporation Individual Owner
 Partnership Government Entity (Government Facility Code: _____)
 Other _____
10. Permit Application Basis: New Source Revision Renewal of Existing Permit
(Check all that apply.) Portable Source General Permit
For renewal or modification, include existing permit number (and exp. date): _____
Date of Commencement of Construction or Modification: _____
Is **any** of the equipment to be leased to another individual or entity? Yes No
Standard Industrial Classification Code: _____ 7216 _____ State Permit Class: _____ **II** _____
11. Signature of Responsible Official of Organization: _____
Official Title of Signer: _____
12. Typed or Printed Name of Signer: _____
Date: _____ Telephone Number: _____

**TABLE 2
EXAMPLE**

MONTH	PCE QUANTITY PURCHASED (gallons)	12 MONTH PERIOD FROM / TO	12 MONTH TOTAL (gallons)
December 2004	50	-	-
January 2005	20	-	-
February 2005	0	-	-
March 2005	25	-	-
April 2005	50	-	-
May 2005	40	-	-
June 2005	0	-	-
July 2005	0	-	-
August 2005	20	-	-
September 2005	30	-	-
October 2005	40	-	-
November 2005	0	-	-
December 2005	40	12/2004 - 11/2005	275
January 2006	0	1/2005 - 12/2005	265
February 2006	50	02/2005 - 1/2006	245
March 2006	50	03/2005 - 02/2006	295
April 2006	50	04/2005 - 03/2006	320
May 2006	60	05/2005 - 04/2006	320
June 2006	30	06/2005 - 05/2006	340
July 2006	0	07/2005 - 06/2006	370
August 2006	20	08/2005 - 07/2006	370
September 2006	20	09/2005 - 08/2006	370
October 2006	25	10/2005 - 09/2006	360
November 2006	25	11/2005 - 10/2006	345

In December 2005, the total PCE purchased over the previous twelve month period (12/2004 to 11/2005) will be as follows: 50+20+0+25+50+40+0+0+20+30+40+0 = 275 gallons per year.

FORM 2A: SOURCE CATEGORY

I. SOURCE CATEGORY DETERMINATION

Depending on the highest annual PCE consumption determined in the previous twelve months and the date of construction or reconstruction, dry cleaning facilities are categorized as small area sources, large area sources, new area sources, and major sources. Only small area sources, large area sources, and new area sources may be covered under this General Permit. Major sources do not qualify for this general permit and must obtain an individual permit from the Arizona Department of Environmental Quality.

Please note that for purposes of facility categorization, the following definitions apply:

Existing Sources - An existing source is each dry cleaning facility that commenced construction or reconstruction before December 9, 1991.

New Sources - A new source is each dry cleaning facility that commenced construction or reconstruction on or after December 9, 1991.

The following is a description of each category:

1. Small Area Sources

The following facility types are considered small area sources if the annual PCE consumption rate is less than 140 gallons per year:

- Each existing dry-to-dry system and its ancillary equipment located in a dry cleaning facility that includes only dry-to-dry machines.
- Each existing transfer machine system and its ancillary equipment, located in a dry cleaning facility that includes both transfer machine systems and dry-to-dry machines.
- Each new transfer machine system and its ancillary equipment installed between December 9, 1991 and September 22, 1993, located in a dry cleaning facility that includes both transfer machine systems and dry-to-dry machines.
- Each existing dry-to-dry system and its ancillary equipment, located in a dry cleaning facility that includes both transfer machine systems and dry-to-dry machines.

The following facility types are considered small area sources if the annual PCE consumption rate is less than 200 gallons per year:

- Each existing transfer machine system and its ancillary equipment located in a dry cleaning facility that includes only transfer machine systems.
- Each new transfer machine system and its ancillary equipment installed between December 9, 1991 and September 22, 1993, located in a dry cleaning facility that includes only transfer machine systems.

2. Large Area Sources

The following facility types are considered large area sources:

- Each existing dry cleaning system that includes only dry-to-dry machine systems consuming 140 or more gallons but less than 2,100 gallons per year of PCE.
- Each existing dry cleaning system that includes only transfer machine systems consuming 200 or more gallons but less than 1,800 gallons per year of PCE.

- Each existing dry cleaning system that includes a combination of dry-to-dry and transfer machine systems consuming 140 or more gallons but less than 1,800 gallons per year of PCE.
- Each new transfer machine system and its ancillary equipment that commenced construction or reconstruction on or after December 9, 1991, and before September 22, 1993, consuming 200 or more gallons but less than 1,800 gallons per year of PCE.

3. New Area Sources

The following facility types are considered new area sources:

- Each new dry-to dry machine system and its ancillary equipment consuming less than 1,800 gallons per year of PCE.
- Each new transfer machine system and its ancillary equipment installed after September 22, 1993, consuming less than 1,800 gallons per year of PCE.

4. Major sources

A dry cleaning facility is a major source if:

- It includes only dry-to-dry machines and has a total yearly PCE consumption greater than 2,100 gallons; or
- It includes only transfer machine systems or both dry-to-dry machines and transfer machine systems and has a total yearly PCE consumption greater than 1,800 gallons.

Based on the information provided in Form 2, my facility classifies as

- _____ Small Area Source
- _____ Large Area Source
- _____ New Area Source
- _____ Major Source

II. APPLICABLE ATTACHMENTS

Table 3 lists the attachments of the general permit that apply to the different source categories. Upon application for coverage under this General Permit, applicants must determine which attachments apply to the source and must demonstrate that the source meets the requirements contained in such attachments.

TABLE 3

S O U R C E C L A S S I F I C A T I O N	A P P L I C A B L E A T T A C H M E N T S
Small Area Source	A, B, C
Large Area Source	A, B, D
New Area Source	A, B, E

FORM 3: EQUIPMENT LIST

List all dry cleaning machines and associated equipment at your facility.

Type	Make	Model	Serial Number	Date of Manufacture

List all control equipment installed at your dry cleaning facility:

Type of Control Equipment	Date of Installation or Purchase	Make	Model	Serial Number

FORM 4: 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 Signer: _____

Typed or Printed Name of Signer: _____

Signature of Responsible Official: _____ Date: _____

Fee Rule Summary for Facilities Covered under the Dry Cleaning General Permit

SOURCE	
GENERAL PERMIT	
CLASS II	
TITLE V	
APPLICATION FEE \$500	<p><u>ANNUAL ADMINISTRATIVE FEE</u></p> Dry Cleaning Facilities: \$750
<ul style="list-style-type: none"> • 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. • Administrative and Inspection fees are due no later than February 1st of each year. 	