

San Joaquin Valley
Unified Air Pollution Control District

Administrative Changes to Permits for Conformance with
Prohibitory Rule Requirements

Approved by: _____ Signed Seyed Sadredin Director of Permit Services	Date: _____ 12/15/97
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Purpose: To identify the types of revisions to existing operating permits which can be made as administrative changes without requiring Authority to Construct (ATC).

I. Applicability

This policy applies to existing emissions units with valid Permit to Operate. This policy is not applicable to federally enforceable terms and conditions on a Title V permit. All changes to a Title V permit must comply with the applicable provisions of District Rule 2520.

II. Background

As the District adopts new and revised prohibitory rules, certain changes to the terms and conditions are necessary to reflect up to date requirements.

The California Health and Safety Code, Division 42301, paragraph (e), requires that permits be reviewed upon renewal and revised to specify permit conditions adequate to ensure compliance with and the enforceability of all district rules and regulations. That section provides the District with the authority to modify permit conditions without requiring a permit application.

III. Administrative Actions

The following actions to revise Permits to Operate to conform with prohibitory rules shall be made administratively, through use of change orders without requiring an ATC application. Such changes shall be

specifically required by the prohibitory rule and not subject to the discretion of the District:

- Add or modify recordkeeping and source testing requirement conditions specifically required by prohibitory rules, provided this is not a relaxation of existing conditions;
- Add or modify monitoring requirement conditions, including methodology and frequency, allowed by the prohibitory rule, except for CEMS, alternative monitoring proposals requiring APCO discretion, or changes defined as modifications under District Rule 2201;
- Add or modify equipment descriptions with such terms as “emergency”, “standby”, etc., to allow for compliance with a prohibitory rule, provided that appropriate limiting conditions are currently on the permit. Addition of any schedule shall require an ATC application.

IV. Actions requiring Authority to Construct

Notwithstanding section III of this policy, the following actions to revise Permits to Operate to comply with, or be exempt from, a prohibitory rule shall require an ATC application.

- Add or revise conditions which affect emissions through changes to hours of operation, changes in method of operation, or changes in production rate;
- Add or modify any equipment which will affect emissions through changes to design capacity, throughput, control device efficiency, or similar parameters.
- Any relaxation of an existing emission or monitoring requirement.
- Any lowering of emission limits, regardless of the need for actual physical modifications.
- Any permit condition change required to obtain an exemption from a prohibitory rule.
- Any structural change or addition which would necessitate a change in permit conditions.
- Any change involving multiple options allowed by a prohibitory rule and requiring the permittee to choose one option for inclusion as a permit condition.

V. Administrative Procedures:

Except as allowed by the CH&S Codes, no changes shall be made to a PTO until the following actions are accomplished:

- The request may be made either as part of an emission control plan or as an independent permitting action.
- All PTO changes shall be subject to District review and approval to ensure compliance with applicable regulations.
- A memorandum is placed in the permit file describing the nature and reason for the permit change.
- A cover letter shall be attached to the revised permit to notify the permittee of the changes made.