

**Texas Commission on Environmental Quality  
Registrations for Air Standard Permit  
Form PI-1S Instructions**

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## Tips for a Speedy Administrative Review

The administrative review process will be more efficient and streamlined if you follow the suggestions outlined in the Fact Sheet – Tips for a Speedy Administrative Review at [www.tceq.texas.gov/permitting/air/guidance/permit-factsheets.html](http://www.tceq.texas.gov/permitting/air/guidance/permit-factsheets.html).

These instructions are provided to assist the regulated community to accurately complete a registration request for a standard permit.

### I. Registrant Information

**A. TCEQ Core Data Form:** *We require that you submit a Core Data Form (TCEQ Form No. 10400) on all incoming applications **unless** all of the following are met.*

- Regulated Entity and Customer Reference Numbers have been issued by the TCEQ and;
- No Core data information has changed.

*Note: The company and facility site information provided on the Core Data Form must be the same as provided on the Form PI-1S.*

**B. Company or Other Legal Customer Name:** Registrations are claimed by either the owner or operator of the facility, commonly referred to as the “registrant” or “company.” List the legal name of the company, corporation, or person who is claiming the standard permit. Registrants can verify the legal name with the Texas Secretary of State at (512) 463-5555. The TCEQ will also verify the legal name with the Texas Secretary of State. In some cases, a copy of the legal document forming the entity may be requested to verify the legal name (i.e., general partnership, or trust filed with the county). This name should also match the Core Data Form; section II, question 8, “Customer.” Also, provide the company official contact name, title, address, telephone, fax number, and E-mail address of the person to whom the TCEQ will be authorizing as the standard permit holder.

**C. Technical Contact Name and Title:** Provide the name, title, company, address, telephone, fax number, and e-mail address of the person TCEQ should contact for technical questions, and who has the authority to make binding agreements and representations on behalf of the Company.

**D. Facility Location Information:** Provide the street address of the facility, if available. If there is no street address, describe the physical location with specific written directions. Identify the location by distance and direction from well-known landmarks, such as highway intersections. It is very important to also include the city and county where the facility will be located. If the address is not located in a city, then enter the city or town closest to the facility even if it is not in the same county as the facility. The county indicated must be the county where the facility is physically located. Please include the ZIP Code of the physical facility site, not the ZIP Code of the applicant's mailing address. In some cases, the TCEQ may request a map showing the location of the facility during the review of the standard permit registration.

Enter the latitude and longitude coordinates in degrees, minutes, and nearest second (DDD:MM:SS) or in decimal form for the street address or the destination point of the driving directions. Latitude indicates the angular distance of a location north of the equator and will always be between 25 and 37 degrees north (N) in Texas. Longitude indicates the angular distance of a location west of the prime meridian and will always be between 93 and 107 degrees west (W) in Texas. For help obtaining the latitude and longitude, you may view USGS maps, county maps prepared by the Texas Department of Transportation, or an online software application such as Google Earth.

## II. Facility and Site Information

- A. Name and Type of Facility:** Indicate the name of the facility for which the standard permit is being claimed. The name should be descriptive and indicate the general type of operation, manufacturing process, equipment, or facility which would be authorized under the standard permit (include any numerical designation, if appropriate). The name must be descriptive and specific. Examples of acceptable names are, "Sulfuric Acid Plant" and "No. 5 Steam Boiler" Vague names such as, "Chemical Plant" and "North Process Area" are not acceptable names. Also, check the appropriate box indicating whether the facility is permanent or temporary. For concrete batch plants and hot mix asphalt plants, a temporary plant is limited to 180 days on site, or for the duration required to complete a single project. Concrete batch plants and hot mix asphalt plants that are expected to remain on site more than 180 days, and all rock and concrete crushers and concrete batch plants with enhanced controls are considered permanent. Additionally, oil and gas production units are usually considered to be permanent.
- B. Type of Action:** Indicate the type of action being requested. If the facility has not previously been authorized by a standard permit, check Initial Application; if the facility has been previously registered, but changes or additions have occurred, check Change to Registration; if a permit holder has been notified that a standard permit authorization must be renewed, check Renewal. If change to registration or renewal is checked, please provide registration number and expiration date.
- C. Standard Permit Claim:** Below is a list of standard permits that can be claimed. If the standard permit to be claimed is not listed on the form, please check the Air Permits Web site for the appropriate registration or notification form  
[www.tceq.texas.gov/permitting/air/nav/standard.html](http://www.tceq.texas.gov/permitting/air/nav/standard.html).

Standard Permit	Description
6001	Pollution Control Projects
6002	Oil and Gas Facilities
6004	Concrete Batch Plants
6005	Electric Generating Unit
6006	Temporary Rock and Concrete Crushers
6007	Permanent Hot Mix Asphalt Plants Temporary Hot Mix Asphalt Plants
6008	Concrete Batch Plants with Enhanced Controls
6009	Animal Carcass Incinerator
6010	Municipal Solid Waste (MSW) Landfills
6011	Boilers
6012	Sawmills

Below is a list of standard permits that can be claimed. (continued)

Standard Permit	Description
6013	Permanent Rock and Concrete Crushers
6014	Anhydrous Ammonia Storage and Distribution Operations
6015	Dry Bulk Fertilizer Handling Operations
6016	Cotton Gin Facilities and Cotton Burr Tub Grinders
6017	Feedmills, Portable Augers, and Hay Grinders
6018	Grain Elevator/Grain Handling Operations and Portable Grain Augers
6019	Peanut-Handling Operations
6020	Temporary and Permanent Polyphosphate Blenders

- D. Concrete Batch Plant:** Identify as a central mix, ready mix, specialty mix plant or a concrete batch plant with enhanced controls. Also, provide the information in II.D.1 through 3
1. **State Legislators:** State legislators are notified when a standard permit application for a concrete batch is received. Furnish the names of the State Representative and Senator that have jurisdiction over the area where the site is located.
  2. **Name of County Judge:** The TCAA 382.0516 requires the TCEQ to notify the county judge of the area when a standard permit application for a concrete batch plant is received. Please provide the name and mailing address of the county judge for the location where the facility is or will be located. This information can be obtained at [www.txdirectory.com](http://www.txdirectory.com).
  3. **Name of Presiding Officer:** The TCAA 382.0516 requires, if the facility is or will be located in a municipality or the extraterritorial jurisdiction of a municipality, the TCEQ to notify the presiding officer of the municipality's governing body of the area when a standard permit application for a concrete batch plant is received. Indicate whether the facility is located in a municipality or the extraterritorial jurisdiction of a municipality. If it is, please provide the name(s) and mailing address of the presiding officer(s) (i.e. mayor, city manager) for the location where the facility is or will be located.
- E. Projected Start of Construction and Projected Start of Operation Date:** Provide the estimated start of construction date and estimated completion date.
- F. Previous Standard Exemption (SE) or Permit by Rule (PBR Registration Number):** If this registration is for a change to an existing facility previously authorized under a SE or PBR, please list the previous registration number (s) or the appropriate rule number (s). Attach additional information if the SE or PBR will be voided under the authorized standard permit or if the facility still meets the previous SE or PBR.
- G. Other Facilities at this Site Authorized by Standard Permit:** To properly track how this registration may relate to other authorizations or compliance with TCEQ standard permit regulations, it is important to list all standard permit registrations at this site. List registration numbers, if known.

**H. Other Air Preconstruction Permits:** If the registration is located at a site which has any state or federal new source review air preconstruction permits, please list all permit numbers for these permits, especially if the facilities to be authorized are directly related to permitted facilities. It is extremely important to indicate if the standard permit claim directly affects any permitted facilities and those permit numbers, as it must be rolled into the permit during the next renewal or amendment.

**I. TCEQ Account Identification Number:** Provide a TCEQ Account Number if one has been assigned. This number was assigned by the TCEQ to the entire property owned or controlled by the applicant at a specific location. A typical example of an air quality account number is, JB 1234 R. Portable facilities are assigned account identification numbers which begin with a number, such as 92-1234-K.

**J. Federal Operating Permit (FOP) Requirements (30 TAC Chapter 122 Applicability):** Information and guidance on applicability of 30 TAC Chapter 122 can be accessed at the following address: [www.tceq.texas.gov/permitting/air/titlev/pro\\_applicability.html](http://www.tceq.texas.gov/permitting/air/titlev/pro_applicability.html)

Please note that the authorization approved pursuant to this Form PI-1S application may trigger the requirements of 30 TAC Chapter 122. For sites with existing FOP(s), authorization and approval of this Form PI-1S may require the submission of an appropriate revision application or notification according to the timelines outlined in 30 TAC Chapter 122, Subchapter C. For example, if approval of this Form PI-1S includes PSD or NA review or a Title V review of an existing PSD or NA permit, a significant revision of the FOP is required. In addition, the approved construction or modification that is covered under the PSD or NA review cannot be operated until the new applicable requirements are codified in the FOP and the FOP is issued. In other cases, the FOP holder may be required to submit a minor revision and meet certain conditions to operate the facilities or changes approved pursuant to this Form PI-1S application. The qualification criteria for FOP revisions and timelines for submission are outlined in 30 TAC Chapter 122, Subchapter C, Division 2. For sites with existing GOPs, authorization and approval of the Form PI-1S may result in the site no longer qualifying for the GOP. The qualifications for a GOP are available at [www.tceq.texas.gov/permitting/air/nav/air\\_genoppermits.html](http://www.tceq.texas.gov/permitting/air/nav/air_genoppermits.html).

The requirements of 30 TAC Chapter 122 pertaining to FOP revisions are explained in APD guidance available at [www.tceq.texas.gov/permitting/air/guidance/titlev/tv\\_fop\\_guidance.html](http://www.tceq.texas.gov/permitting/air/guidance/titlev/tv_fop_guidance.html).

**K. Identify the requirements of 30 TAC Chapter 122 that will be triggered if this application is approved by checking the appropriate box.** If authorizations approved pursuant to this Form PI-1S increase the site's potential to emit and render the site a "major source" as defined in 30 TAC Chapter 122, an FOP application is required. The 30 TAC Chapter 122, Section 122.130 includes timelines for submission of an FOP application. Mark the appropriate box if you are uncertain if the emissions that will be authorized pursuant to this Form PI-1S will subject the site to the requirements of 30 TAC Chapter 122. APD guidance on submitting an FOP application is available at [www.tceq.texas.gov/permitting/air/nav/air\\_titlevopperm.html](http://www.tceq.texas.gov/permitting/air/nav/air_titlevopperm.html).

**L. Identify the type(s) of FOP(s) issued for the site by checking the appropriate box.** In addition, check the appropriate box if any GOP/SOP application(s) for the site including revision applications are currently under review by APD. Check the appropriate box if you are submitting and SOP/GOP application or SOP/GOP application or SOP/GOP revision application pursuant to this PI-1 application.

If you have question about the applicability of 30 TAC Chapter 122 or impact of this Form PI-1S on your existing FOP, please contact the TCEQ APD at (512) 239-1250.

**MSW Landfills:** TCEQ has streamlined the way to cover federal operating permits for MSWLF. More guidance can be found at:  
[www.tceq.texas.gov/permitting/air/titlev/generalpermits/gop\\_no\\_517.html](http://www.tceq.texas.gov/permitting/air/titlev/generalpermits/gop_no_517.html).

### **III. Permit Fee Information**

Most standard permits and registrations require an application fee at the time of application submittal. Review of a standard permit registration will not begin until required fees are received. The usual fee for initial applications and changes to registrations is nine hundred dollars (\$900.00). In some cases, lesser or no fees are specified in a particular standard permit. Consistent with 30 TAC 116.614, a nine hundred dollar check or money order (\$900.00) should be submitted for renewals of standard permits. Checks or money orders should be made payable to TCEQ. Please note that the State Treasury will not accept checks drawn on foreign banks. To expedite the processing of the application, please provide a copy of the check or money order with the application package. To verify receipt of payment or any other questions you may have regarding payment of fees to the TCEQ, please call the Financial Administration Division, Cashiers Office at (512) 239-0357.

#### **A. A copy of the check or money order**

### **IV. Public Notice**

**For Air Quality Standard Permit for Concrete Batch Plants:** The TCAA 382.056 require that an applicant publish notice of intent to obtain a permit for concrete batch plants. These notices must be published in a newspaper of general circulation in the municipality where the existing facility is located. The notice must include a description of the facility, the fact that a person who may be affected by emissions from the facility may request a public hearing and any other information the TCEQ requires by rule. The TCEQ has set forth these requirements in 30 TAC Chapter 39 (Public Notification). When public notification is authorized by the TCEQ, the applicant should read very carefully the instructions and examples provided. The applicant must provide certification of sign posting and provide copies of the published notice to TCEQ, the U.S. Environmental Protection Agency (EPA) and any local air pollution control programs as prescribed in the public notice instructions. It is very important that the applicant check each notice for accuracy. If there are significant errors in the published notice, these errors must be corrected and the notice republished as quickly as possible to prevent delays in the review process. Copies of the correctly published notice should be submitted to the appropriate agencies within ten days of publication.

**Responsible Person:** A designated representative for the applicant should be identified as the person responsible for ensuring public notice is properly published in the appropriate newspaper and signs are posted at the facility site. This person will be contacted directly when the TCEQ is ready to authorize public notice for the application. To expedite contact, e-mail and fax numbers are requested.

**Technical Contact:** The TCAA 382.056 requires that each public notice contain a technical contact to represent the applicant during the public comment period. This person is responsible for answering any questions from the general public regarding the application and their name and phone number will be listed in the public notice. This person may or may not be the technical contact for the permit application review.

#### **A. Public Works Project:** Will the plant provide concrete to a public works project and be located in or contiguous to the right of-way of the public works project? If so, public notice is not required.

- B. Application in Public Place:** The TCAA 382.056 also requires that applicants place a copy of the application at a public place in the county where the facility is located. A TCEQ regional office can be considered a public place if it is located within the same county as the facility. Applicants are asked where in the county they are going to make the application available for public review and comment. The location must be a public place and described in the notice. A public place is a location which is owned and operated by public funds (such as libraries, county courthouses, city halls) and cannot be a commercial enterprise. Applicants are required to pre-arrange this availability with the public place indicated on the Form PI-1S.

The application must remain available from the first day of publication through the designated comment period. If the application is submitted to the TCEQ with information marked as confidential, applicants are required to indicate which specific portions of the application are not being made available to the public. These portions of the application must be accompanied with the following statement:

“Any request for portions of this application that are marked as confidential must be submitted in writing, pursuant to the Public Information Act, to the TCEQ Public Information Coordinator, MC 197, P.O. Box 13087, Austin, Texas 78711 3087.”

Some applicants will be required to publish a second notice, Notice of Application and Executive Director’s Preliminary Decision (2nd notice), after the application is technically complete and the TCEQ Executive Director has made a preliminary decision. If the 2nd Notice is required, the applicant is required to place an updated copy of the complete application and the TCEQ Executive Director’s preliminary decision (including the draft Technical Review and draft Permit Conditions) at the same public place in the county where the facility is located. The application must remain available from the first day of publication through the designated comment period. Again, if the application contains confidential information, the applicant is required to indicate such in the public file.

- C. Small Business Classification:** If a permit is being requested by a small business, the rules allow for alternative public notification requirements if all of the following are met:

- the company employs 100 people or less or generates 6 million dollars or less in gross annual receipts;
- the source is not a major stationary source under the federal operating permit requirements;
- the site does not emit 50 tons per year or more of any individual regulated air contaminant; and
- the site does not emit 75 tons per year or more of all regulated air contaminants combined.

If these requirements are met, public notice does not have to include publication of the prominent (15 square inch) newspaper notice, which has been found to be a significant cost of newspaper publication.

- D. For Air Quality Standard Permits for Concrete Batch Plants with Enhanced Controls, Animal Carcass Incinerators, and Permanent Rock Crushers:** To use this standard permit, an applicant must publish notice under the specific requirements identified in the standard permit. The public notice procedure is for a notice of application and must be published no later than 30 days after the date the applicant receives a written notice from the executive director that the application is complete, or not later than the 75th day after the date the executive director receives the application, whichever date is earlier. The executive director will provide a written technically complete notification as well as a public notice package with specific instructions on notice procedures. The applicant should be prepared to publish a bilingual notice in accordance with the standard permit requirements, if necessary.

## V. Technical Information Including State and Federal Regulatory Requirements

- A. Confidential Information:** Confidential Information: *Texas Health and Safety Code (THSC) 382.041 requires us not to disclose any information related to manufacturing processes that is marked **Confidential**. Mark any information related to secret or proprietary processes or methods of manufacture **Confidential**. If you do not want this information in the public file. All confidential information should be separated from the PBR registration and submitted as a separate file. Additional information regarding confidential information can be found at [www.tceq.texas.gov/permitting/air/confidential.html](http://www.tceq.texas.gov/permitting/air/confidential.html).*
- B. Process Flow Diagram and Process Description:** A process flow diagram is required for all permit applications so that the APD permit reviewer can verify all technical information regarding the project. For the purposes of standard permits, a project means the construction or modification of a facility or a group of facilities submitted under the same registration and all related or affected facilities. Permit reviewers know only what you tell them about your process or business. It is important that the information you provide is complete and accurate. After you have drawn a “picture” of your process, describe exactly how your business operates. A good way to do this is by telling the permit reviewer, step by step, what you do with each material that comes into your business. For example, how you store it, use all or part of it in a process, create a product, and when and how the product moves out the door. You may have some of the material left as waste. Account for all of the materials you use. Tell the permit reviewer what you do with it at every step. It can be helpful to draw a process flow diagram by drawing boxes linked by lines to visually show the process you are describing. The process description should carry the permit reviewer smoothly through the process with emphasis on where the emissions are generated, why the emissions must be generated, what air pollution controls are used (including process design features that minimize emissions), and where the emissions enter the atmosphere. Your process description should tell the permit reviewer how you would be operating if you produce the maximum possible emissions - probably this will be your highest production rate. Each step in the process should be discussed and should refer to the process flow diagram. When applicable, cycle times, reaction times, temperatures, pressures, material flow rates, and production rates should be discussed. Be specific, and do not use generalities such as “a small amount,” “sometimes,” and, “occasionally opened.”
- Detailed piping and instrumentation drawings are usually not required. Only those system components directly relevant to the evaluation of air quality impacts need be included. Block flow diagrams generally are not sufficient except for very simple facilities such as boilers. The flow diagram should be sufficiently descriptive to enable the reviewing permit reviewer to determine the raw materials to be used in the process, all major processing steps, all major equipment items, individual emission points associated with each process step, the location and identification of all emission abatement devices, and the location and identification of all waste streams (including wastewater streams that may have associated emissions). The reviewing permit reviewer will evaluate the project based on a total material balance (all streams into the system and all streams out). The reference equipment numbers, process nomenclature and emission point numbers on the flow diagrams must be consistent with the information on Table 1(a), plot plan and TCEQ emission inventory.
- C. Plot Plan:** Provide a plot plan that clearly shows a scale, a north arrow, all property lines, emission points, buildings, tanks, process vessels, other process equipment, and two bench mark locations (preferably UTM coordinates). Should you submit the plot plan electronically, the preferred format to use is \*.dxf or \*.dwg or any other computer aided drawing (CAD) format. Labeling listing identification of emission points, buildings, tanks, etc., must be consistent with other representations in the permit application such as emission calculations, process flow



diagrams, Table 1(a), air dispersion modeling (if any), etc. and if required, the separately filed TCEQ Emissions Inventory.

All emission points on the affected property must be identified. This includes all authorizations, e.g., construction permits, permits by rule, standard permits, etc. Please provide a table of emission points indicating the authorization type and authorization identifier, such as a permit number or rule citation under which each emission point is currently authorized. A review of TCEQ files for this site may be necessary to determine this information.

- D. Emissions Data and Calculations:** At a minimum, the application must represent the maximum hourly and total annual emission rates of the project. These rates, once verified and reviewed, will be included in the Maximum Allowable Emission Rate (MAER) table or summary issued with the standard permit. The submittal of a Table 1(a) is preferred. You can obtain a copy of the Table 1a at the TCEQ Web site: [www.tceq.texas.gov/assets/public/permitting/air/Forms/NewSourceReview/Tables/10153tbl.pdf](http://www.tceq.texas.gov/assets/public/permitting/air/Forms/NewSourceReview/Tables/10153tbl.pdf)

Maximum hourly emission rates (pounds per hour) should be based on the maximum (design) production capacity of the facility. Dividing the average annual emissions (tons per year) by the annual hours of operation in order to determine hourly emissions (pounds per hour) is unacceptable.

Annual emission rates (tons per year) should be reflective of the worst-case expected operation throughout any consecutive 12-month period.

A discussion of how the hours of operation and how they relate to emission rates on a short-term (maximum pounds per hour) and long-term (maximum tons per year) basis.

Variations in emissions must be clearly identified and accounted for in the maximum hourly and annual emission rates, if the process is a non-continuous batch operation, or there are widely varying operating scenarios. Additional information should be supplied to describe the emission variations.

Supporting calculations and technical basis for the estimates are required. Include copies of the calculations and discuss any assumptions made.

Emission rate information must be submitted for each air contaminant. Chemicals must be identified specifically, for example; "Methanol" rather than "hydrocarbons" or "polyester/styrene resin dust" and "iron dust" rather than "dust." Material Safety Data Sheets, Air Quality Data Sheets, or equivalent supporting documents should be supplied for all mixtures which contain potential air contaminants.

The applicant must provide an adequate demonstration of expected continuous compliance with the permitted emission rates. The reviewing permit reviewer must be able to duplicate all emissions calculations with the information supplied by the applicant.

**Maintenance Start up and Shutdown (MSS):** [30 TAC 116.111(a) (2)(M)]. If the application seeks to authorize emissions from planned MSS activities, these activities should be described in sufficient detail to allow review of the practices. If the application seeks to authorize emissions from planned MSS activities, they should be listed separately in the Table 1(a). Frequencies of each activity for each type of equipment should be clearly stated. If the application seeks to authorize emissions from previously existing MSS activities, it should be stated whether the emissions from each activity have been previously submitted as a part of an emissions inventory, and if so, for which years. In addition, state whether a permit by rule and/or standard permit has previously been used to authorize MSS emissions. Be aware that MSS emissions authorization requests should follow the schedule established in 101.222(h), except for crude oil and natural gas production, and until that time, the affirmative defense procedures under the Emissions Event Rule apply. The schedule for Crude Oil and Natural Gas Production was changed from January 5, 2012 to January 5, 2014 in Senate Bill 1134, 82<sup>nd</sup> Legislature (2011). If applications

meet the following deadlines, owners and operations can continue to file under the General Rules until either the permit is issued, denied, or a year has passed. Please note: if standard permit requirements do not specifically state MSS to be included in the project but the company wants to include MSS, refer to permit by rule 106.263.

<u>Deadline for Submittal</u>	<u>Industry Segment</u>
January 5, 2013	All other industries
January 5, 2014	Crude Oil and Natural Gas Production

- F. General Requirements are Met:** The application must address how each requirement of 30 TAC 116.610 and 116.615 are met, or are not applicable. Attachments should include detailed demonstrations of compliance with all general requirements for the project:

Unless specified by a particular standard permit, any project which results in a net increase of emissions of air contaminants from the project other than carbon dioxide, water, nitrogen, methane, ethane, hydrogen, oxygen, or those for which a National Ambient Air Quality Standard (NAAQS) has been established must meet the emission limitations of 30 TAC 106.261 or 30 TAC 106.262;

- construction or operation must be commenced prior to the effective date of a standard permit revision;
- comply with the applicable provisions of the Federal Clean Air Act (FCAA) Chapter 111, Title 40 Code of Federal Regulations Part 60 (40 CFR Part 60), New Source Performance Standards;
- comply with the applicable provisions of the FCAA Chapter 112, 40 CFR Part 61 concerning Hazardous Air Pollutants comply with the applicable maximum achievable control technology (MACT) standards and provisions of FCAA Chapter 112, 40 CFR Part 63 or 30 TAC Chapter 113, National Emissions Standards for Hazardous Air Pollutants for Source Categories;
- comply with applicable requirements of 30 TAC Chapter 101, Subchapter H, Division 3 (relating to Mass Emissions Cap and Trade Program) and the project, or account must obtain allocations prior to operation;
- any project which constitutes a new major source or major modification under the new source review requirements of the FCAA Part C (Prevention of Significant Deterioration Review) or Part D (Nonattainment Review), must obtain a case-by-case permit or amendment under 30 TAC 116.110;
- projects may not circumvent 30 TAC 116.110 requirements by artificial limitations;
- the basis of emission estimates;
- the quantification of all emission increases and decreases associated with the project;
- information that describes efforts to be taken to minimize any collateral emissions increases that will result from the project;
- a description of the project and related process along with a description of any equipment being installed;
- in order to avoid applicability of 30 TAC Chapter 122 (relating to Federal Operating Permits), a certified registration shall be submitted;
- emissions from the facility, including dockside vessel emissions, must comply with all applicable rules and regulations of the commission as codified in the Texas Health and Safety Code Chapter 382, and with intent of the TCAA, including protection of health and property of the public;
- all representations with regard to construction plans, operating procedures, and maximum emission rates in any registration for a standard permit become conditions upon which the facility or changes thereto, must be constructed and operated;

- why, or why not, sampling of stacks or process vents should be required as a result of this project;
- demonstrate or otherwise justify the equivalency of emission control methods, sampling or other emission testing methods, and monitoring methods proposed as alternatives to methods indicated in a standard permit condition; and compliance with any other applicable state or federal rules, regulations, and orders of the commission issued in conformity with the TCAA and the conditions precedent to the claiming of the standard permit.

**G. Specific Requirements are Met:** The application must address every condition of the claimed standard permit, along with any detailed explanation to demonstrate compliance (or non-applicability) of each requirement. The TCEQ encourages the use of checklists where available.

## **VI. Delinquent Fees and Penalties**

We will not process your application until all delinquent fees and applicable penalties owed to the TCEQ or the Office of the Attorney General on behalf of the TCEQ are paid in accordance with the Delinquent Fee and Penalty Protocol. More information regarding delinquent fee and penalties can be found at [www.tceq.texas.gov/agency/delin/index.html](http://www.tceq.texas.gov/agency/delin/index.html).

## **VII. Signature Requirements**

Application for authority to construct must be made by the owner or operator of the facility. The appropriate company official (owner, plant manager, president, vice president, or environmental director) must sign all copies of the application. It is not appropriate for the applicant's consultant to sign the application. If this project has a capital cost of more than \$2,000,000.00, this application must be submitted under seal of a Registered Texas Professional Engineer (P.E.) or the appropriate exemption is claimed pursuant to the Texas Engineering Practice Act.

*NOTE: Signatures must be original in ink, not reproduced by photocopy, fax, or other means, and must be received by the TCEQ prior to any standard permit registration being accepted.*

## **VIII. Copies of the Registration**

Retain at least one copy of the registration for your own records. Please follow the information on Form PI-1S and send all of the copies to the TCEQ as noted. Failure to distribute copies of the registration will delay processing. Also, all subsequent correspondence should be copied to the TCEQ Regional Office and Local Air Pollution Control Program(s), as appropriate. Please do not attach a copy of Form PI-1S to subsequent correspondence unless specifically requested, as this may cause another registration file to be created. Please indicate the assigned TCEQ registration number, TCEQ air quality account number, and permit reviewer, if known, on all subsequent correspondence.

Customers may use the TCEQ Web site to determine application receipt and status throughout the process, as well as obtain guidance and application documents relating to air permitting at [www.tceq.texas.gov/nav/permits/air\\_permits.html](http://www.tceq.texas.gov/nav/permits/air_permits.html).

For questions relating to the initial receipt and administrative review of the application, please contact: Air Permits Initial Review Team at (512) 239-1250, Fax number (512) 239-4500.

For questions relating to the technical review or any other questions relating to air permitting, please contact: Air Permits Division at (512) 239-1250, Fax number (512) 239-1300.

## **Small Business Information and Agency Contacts**

For additional agency contacts, see Contact Information for Air Permit Applications (including Small Business Environmental Assistance) at

[www.tceq.texas.gov/assets/public/permitting/air/airapp-contacts.pdf](http://www.tceq.texas.gov/assets/public/permitting/air/airapp-contacts.pdf).

The TCEQ also has an Air Quality Permitting fact sheet available to assist you in determining some of the other state or federal requirements you may need to know at

[www.tceq.texas.gov/assets/public/permitting/air/factsheets/permit\\_factsheet.pdf](http://www.tceq.texas.gov/assets/public/permitting/air/factsheets/permit_factsheet.pdf).

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<b>I. Registrant Information</b>			
A. Is a TCEQ Core Data Form (TCEQ Form No. 10400) attached? Core Data Form required for Standard Permits 6004, 6006, 6007, 6008, and 6013.			<input type="checkbox"/> YES <input type="checkbox"/> NO
Customer Reference Number (CN):			
Regulated Entity Number (RN):			
B. Company or Other Legal Customer Name (must be same as Core Data "Customer"):			
Company Official Contact Name:			
Title:			
Mailing Address:			
City:	State:	ZIP Code:	
Phone No.:	Fax No.:	E-mail Address:	
C. Technical Contact Name:			
Title:			
Company Name:			
Mailing Address:			
City:	State:	ZIP Code:	
Phone No.:	Fax No.:	E-mail Address:	
D. Facility Location Information (Street Address):			
If no street address, provide clear driving directions to the site in writing:			
City:	County:	ZIP Code:	
Latitude (nearest second):		Longitude (nearest second):	
<b>II. Facility and Site Information</b>			
A. Facility Name:			
Type of Facility:			<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary
B. Type of Action:			
<input type="checkbox"/> Initial Application	<input type="checkbox"/> Renewal	<input type="checkbox"/> Change to Registration	
<input type="checkbox"/> Registration No.:		<input type="checkbox"/> Expiration Date:	

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<b>II. Facility and Site Information (continued)</b>		
C. List the Standard Permit Claimed:		
Description:		
D. Concrete Batch Plant Standard Permit ( <i>Check one</i> )		
<input type="checkbox"/> Central Mix <input type="checkbox"/> Ready Mix <input type="checkbox"/> Specialty Mix <input type="checkbox"/> Enhanced Controls for Concrete Batch Plants		
1. Please furnish the names of the state legislators who represent the area where the facility site is located:		
State Senator:		
State Representative:		
2. County Judge:		
Mailing Address:		
City:	State:	ZIP Code:
3. For Concrete Batch Plants, is the facility located in a municipality and/or extraterritorial jurisdiction of a municipality?		<input type="checkbox"/> YES <input type="checkbox"/> NO
If "YES," list the name(s) of the Presiding Officer(s) for the municipality and/or extraterritorial jurisdiction:		
Presiding Officer(s):		
Title:		
Mailing Address:		
City:	State:	ZIP Code:
E. Proposed Start of Construction:		Length of Time at the Site:
F. Is there a previous Standard Exemption or Permit by Rule for the facilities in this registration? ( <i>Attach details regarding changes</i> )		<input type="checkbox"/> YES <input type="checkbox"/> NO
If "YES," list Permit No.:		
G. Are there any other facilities at this site which are authorized by an air Standard Permit?		<input type="checkbox"/> YES <input type="checkbox"/> NO
If "YES," list Permit No.:		
H. Are there any other air preconstruction permits at this site?		<input type="checkbox"/> YES <input type="checkbox"/> NO
If "YES," list Permit No.:		

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<b>II. Facility and Site Information (continued)</b>	
<b>H. Continued</b>	
Are there any other air preconstruction permits at this site that would be directly associated with this project?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If "YES," list Permit No.:	
<b>I. TCEQ Account Identification Number (if known):</b>	
J. Is this facility located at a site which is required to obtain a federal operating permit pursuant to 30 TAC Chapter 122?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> To Be Determined
K. Identify the requirements of 30 TAC Chapter 122 that will be triggered if this Form PI-1S application is approved.	
<input type="checkbox"/> Application for an FOP <input type="checkbox"/> FOP Significant Revision <input type="checkbox"/> FOP Minor	
<input type="checkbox"/> Operational Flexibility/Off-Permit Notification <input type="checkbox"/> Streamlined Revision for GOP	
<input type="checkbox"/> To Be Determined <input type="checkbox"/> None	
L. Identify the type(s) issued and/or FOP application(s) submitted/pending for the site. (check all that apply)	
<input type="checkbox"/> SOP <input type="checkbox"/> GOP <input type="checkbox"/> GOP Application/Revision Application: Submitted or Under APD Review	
<input type="checkbox"/> SOP Application Review Application: Submitted or Under APD Review <input type="checkbox"/> N/A	
<b>III. Permit Fee Information</b>	
A. Is a copy of the check or money order attached?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Check/Money Order/Transaction Number:	
Company name on Check:	
Fee Amount:	
<b>IV. Public Notice (If Applicable)</b>	
A. Is the plant located at a site contiguous or adjacent to the public works project?	<input type="checkbox"/> YES <input type="checkbox"/> NO
B. Name of Public Place:	
Physical Address:	
City:	County:
C. Small Business Classification:	<input type="checkbox"/> YES <input type="checkbox"/> NO
D. Concrete batch plants with enhanced controls, permanent rock crushers, and animal carcass incinerators shall place a copy of the technically complete application at the appropriate TCEQ regional office only.	

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<b>V. Technical Information Including State and Federal Regulatory Requirements</b> <b>Registrants must be in compliance with all applicable state and federal regulations and standards to claim a Standard Permit.</b>	
A. Is confidential information submitted and properly marked with this registration?	<input type="checkbox"/> YES <input type="checkbox"/> NO
B. Is a process flow diagram and a process description attached?	<input type="checkbox"/> YES <input type="checkbox"/> NO
C. Is a plot plan attached?	<input type="checkbox"/> YES <input type="checkbox"/> NO
D. Are emissions data and calculations for this claim attached?	<input type="checkbox"/> YES <input type="checkbox"/> NO
E. Is information attached showing how the general requirements and applicability (30 TAC 116.610 and 116.615) are met?	<input type="checkbox"/> YES <input type="checkbox"/> NO
F. Is information attached showing how the specific requirements are met?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>VI. Delinquent Fees and Penalties</b>	
<p>This form <b>will not be processed</b> until all delinquent fees and/or penalties owed to the TCEQ or the Office of the Attorney General on behalf of the TCEQ is paid in accordance with the Delinquent Fee and Penalty Protocol. For more information regarding Delinquent Fees and Penalties, go to the TCEQ Web site at: <a href="http://www.tceq.texas.gov/agency/delin/index.html">www.tceq.texas.gov/agency/delin/index.html</a>.</p>	
<b>VII. Signature Requirements</b>	
<p>The signature below indicates that I have knowledge of the facts herein set forth and that the same are true and correct to the best of my knowledge and belief. I further state that to the best of my knowledge and belief, the project for which application is made will not in any way violate any provision of the Texas Water Code (TWC), Chapter 7, Texas Clean Air Act (TCAA), as amended, or any of the air quality rules and regulations of the Texas Commission on Environmental Quality or any local governmental ordinance or resolution enacted pursuant to the TCAA. I further state that I have read and understand TWC 7.177 and 7.183, which defines <i>Criminal Offenses</i> for certain violations, including intentionally or knowingly making or causing to be made false material statements or representations in this application, and TWC 7.187, pertaining to <i>Criminal Penalties</i>.</p>	
Name: _____ <div style="text-align: center;"><i>Print Full Name</i></div>	
Signature: _____ <div style="text-align: center;"><i>Original Signature Required</i></div>	
Date: _____	



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<b>VIII. Copies of the Registration</b>		
Copies must be sent as listed below. Processing delays will occur if copies are not sent as noted.		
Air Permits Initial Review Team (APIRT)	Regular, Certified, Priority Mail Mail Code 161, P.O. Box 13087, Austin, Texas 78711-3087  OR  Hand Delivery, Overnight Mail Mail Code 161, 12100 Park 35 Circle, Building C, Third Floor, Room 300 W, Austin, Texas 78753  <b>Note: The official application cannot be faxed to            the TCEQ</b>	Copy of Money Order or Check , original Form PI-1S and Core Data Form; all attachments
Revenue Section TCEQ	Regular, Certified, Priority Mail Mail Code 214, P.O. Box 13088, Austin, Texas 78711-3088  OR  Hand Delivery, Overnight Mail Mail Code 214, 12100 Park 35 Circle, Building A, Third Floor, Austin, Texas 78753	Original Money Order or Check, a Copy of Form PI-1S, Core Date Form
Appropriate TCEQ Regional Office	To find your regional office address go to <a href="http://www.tceq.texas.gov/about/directory/region/reglist.html">www.tceq.texas.gov/about/directory/region/reglist.html</a> or call (512) 239-1250	Copy of Form PI-1S, Core Data Form, and all attachments
Appropriate Local Air Pollution Control Program(s)	To find your local air pollution control programs go to <a href="http://www.tceq.texas.gov/nav/permits/air_permits.html">www.tceq.texas.gov/nav/permits/air_permits.html</a> or call (512) 239-1250	Copy of Form PI-1S, Core Data Form, and all attachments