# Permitting Administrative Multi-Form

Use for NSR administrative permit revisions (including GCPs), TV administrative amendments, TV responsible official notifications, and other submittals required by a permit condition. Refer to Section 4 for instructions, acronyms, and mailing addresses.

|  |  |  |
| --- | --- | --- |
| Mail Application To:New Mexico Environment DepartmentAir Quality Bureau525 Camino de los Marquez, Suite 1Santa Fe, New Mexico, 87505 Phone (505) 476-4300 Fax (505) 476-4375 [www.env.nm.gov/aqb](http://www.env.nm.gov/aqb) | New Mexico Environment Department seal.  | **For Department use only – Received Date:** |
| [ ]  Approved [ ]  Completed [ ]  DeniedPermit revision number: |
| Reviewed by & date: |

## Section 1: General Information – Required for All Submittals

|  |  |
| --- | --- |
| **1** | **Facility Name:** |
| **2** | **Preparer/Consultant Name:** | **Title:** |
| **3** | **Email:** | **Phone:** |
| **4** | **Address:** |
| **5** | **Air Permit Contact:** | **Title:** |
| **6** | **Email:** | **Phone:** |
| **7** | **Address:**  |
| **8** | Check all boxes below for which this submittal applies: | **AI #:** | **Permit #:** |
| [ ]  NSR Construction Permit (20.2.72 NMAC)[ ]  TV Operating Permit (20.2.70 NMAC) | [ ]  NOI (20.2.73 NMAC) (Sections 2-B, 2-D)[ ]  Notice of Exemption (20.2.72.202.B NMAC) (Section 2-F) | [ ]  PSD Permit (20.2.74 NMAC)[ ]  Nonattainment Permit (20.2.79 NMAC) |

## ****Section 2:**** Details of Submittal

**Only print and submit the pages necessary for your submittal**. Print double sided head-to-toe, flip on short end (tablet). The Permit Section responds to all TV Administrative amendments and responds only to denials of NSR administrative revisions. Courier proof of delivery is required if you want confirmation that the Department received this submittal. Check the box(es) applicable to this submittal:

[ ]  [2-A(i) & 2-A(ii): Identical Engine or Turbine Replacements](#_Section_2-A(i):_Identical)

[ ]  [2-B: Owner, Operator, and Name Changes to NOIs or Construction Permits](#_Section_2-G:_Adding)

[ ]  [2-C: Ownership or Operational Control Changes for Title V Permits](#_Section_2-C:_Changes)

[ ]  [2-D: Closing a Facility or Removing Units from a Permit or Canceling an NOI](#_Section_2-D:_Closing)

[ ]  [2-E: Correct Typographical Error](#_Section_2-E:_Correct_1)

[ ]  [2-F: Reporting Exempt Equipment for Minor Construction Permits or for No Permit Required (NPR) Facilities](#_Section_2-F:_Reporting)

[ ]  [2-G: Add Minor NSR Exempt Equipment to Construction Permits for PSD or Nonattainment Sources](#_Section_2-G:_Add)

[ ]  [2-H: Title V Responsible Official Designations](#_Section_3:_Certification_1)

[ ]  [2-I: Submittals to the Permit Programs Manager](#_Section_2-I:_Submittals)

[Section 3: Certification – Required for All Changes](#_Section_3:_Certification_2)

[Section 4: Form Instructions](#_Section_4:_Form)

### Section 2-A(i): Administrative Revision for Identical Engine or Turbine Replacements

(Administrative Revision)

Identical engine or turbine replacements are only authorized by a 20.2.72.219.A NMAC administrative permit revision if the replacement meets the requirements of Air Quality Bureau Procedure 02-007.00 Replacement of Identical IC Engines and Turbines, available at [www.env.nm.gov/air-quality/permitting-section-procedures-and-guidance/](https://www.env.nm.gov/air-quality/permitting-section-procedures-and-guidance/). Procedure 02-007.00 only applies to 20.2.72 NMAC actions, so, for TV, do not check the box for TV Operating Permit, Section 1, number 8, of this form.

Provide complete information in the table. If multiple units are being replaced, provide a completed table for each unit, and include a separate table if a compressor is being replaced.

All applicants claiming identical engine or turbine replacements fill out Section 2-A(i) (this page). PSD or Nonattainment major sources must also fill out both Section 2-A(i) and 2-A(ii) (next two pages).

|  |  |  |
| --- | --- | --- |
| **Equipment Information**  | **Existing Equipment or Component** | **New Equipment or Component** |
| Unit Number in permit |  |  |
| Manufacturer Model Number |  |  |
| Manufacture Date |  |  |
| Serial Number |  |  |
| Skid Pad Number |  |  |
| Maximum Rated Capacity |  |  |
| Permitted Capacity |  |  |
| Pollution Control Used |  |  |
| List all applicable NSPS & Construction Date (Subpart of 40 CFR 60) |  |  |
| List all applicable MACT & Construction Date (Subpart of 40 CFR 63) |  |  |
| **Permit Type** |
| 1. Is the facility an existing PSD Major Source subject to 20.2.74 NMAC?
 | [ ]  Yes [ ]  No |
| 1. Is the facility an existing Nonattainment Major Source subject to 20.2.79 NMAC?
 | [ ]  Yes [ ]  No |

If the answer to questions 1 and 2 are both “no”, completing the next page is not required. If yes to either question 1 or 2, completing Section 2(A)(ii) is required.

### Section 2-A(ii): Identical Engine or Turbine Replacements – PSD or Nonattainment

(Administrative Revision)

**This section is only required if the facility is an existing PSD or Nonattainment Source. (Only if you answered yes to question 1 or 2 in Section 2-A(i).)**

1. If replacing a single unit, enter the permitted emissions limits for each pollutant in the table. If there are no numerical limits in the permit for the pollutant, enter the potential to emit (PTE) reported in the most recent permit application for pollutants with no limits or limits designated with a less than sign (<) (20.2.74.7.AO NMAC). If there are multiple units being replaced, enter the sum of the existing tpy permitted emission limits or PTE from all units being replaced. Include calculations as an attachment.
2. Explain the reason for replacing the unit(s). This explanation is needed to track PSD and nonattainment projects for each facility.
3. Compare the existing tpy permitted emission limits or PTE to the appropriate significant emission rates and answer the applicability questions.

|  |  |  |  |
| --- | --- | --- | --- |
| **Pollutant** | **PSD Significant Emission Rates (tpy)** | **Nonattainment Significant Emission Rates (tpy)** | **Total Existing Emission Limits or PTE for Replaced Units (tpy)** |
| Carbon Monoxide (CO)3  | 100 | 100 |  |
| Nitrogen Oxides (NOX)2&3  | 40 | 40 (O3 marginal or moderate)2 |  |
| Volatile Organic Compounds (VOC)1&3  | 40 | 40 (O3 marginal or moderate)2 |  |
| Sulfur Dioxide (SO2)  | 40 | 40 |  |
| Particulate Matter (PM)  | 25 | Not applicable |  |
| PM10 | 15 | 15 |  |
| PM2.5 | 10 | 10 |  |
| Explain the reason for replacing the equipment: |  |

1 VOC nonattainment significant emission rates apply in areas nonattainment for ozone (O3). See 20.2.79.7.AM NMAC.

2 NOx nonattainment significant emission rates apply in areas nonattainment for ozone and nitrogen dioxide. See 20.2.79.7.AM NMAC.

3 Refer to the Nonattainment Information in Section 4.

|  |
| --- |
| **Applicability Questions** |
| 1 | Is this replacement part of another PSD or Nonattainment project? | [ ]  Yes (If yes, this change does not qualify as an administrative permit revision.) [ ]  No (If no, continue to question 2.) |
| 2 | Is the replaced unit subject to any PSD Best Available Control Technology (BACT) or nonattainment Lowest Achievable Emission Rate (LAER) requirements? | [ ]  Yes (If yes, this change does not qualify as an administrative permit revision.)[ ]  No (If no, continue to question 3.) |
| 3 | Are any of the permitted emission limits or PTE of the replaced unit(s) equal to or greater than the PSD or Major Nonattainment significant emission rates? | [ ]  Yes (If yes, continue to question 4.)[ ]  No (If no, additional information is not required, and this form is complete.) |
| 4 | Is the difference between the baseline actual emissions (BAE) and the existing tpy emission limit or PTE for all pollutants from the replaced unit(s) less than the PSD or Major Nonattainment significant emission rates?Include calculations of the baseline actual emissions (BAE) of the replaced unit(s), the difference between the existing tpy permit limit and BAE and explain the basis of the data used to determine BAE.BAE calculations must meet the requirements of 20.2.74.7.G or 20.2.79.E NMAC and must be based on the most accurate emission rate information available, for example CEMS data, test data, manufacturer guaranteed emission rates, and actual operating hours. Otherwise, emissions inventory data reported to the Department on Annual or Semi-annual compliance certifications may be used. Only if no other emissions data is available, may permitted emission limits and operating hours be used to calculate BAE. | [ ]  Yes (If yes, provide the BAE to PTE calculations required by this question to document that this replacement does not result in a significant emissions increase.) [ ]  No (If no, this change does not qualify as an administrative permit revision.) |

If the change cannot be made through an administrative permit revision, contact the PSD Permit Program manager (505-476-4300) to determine if a technical permit revision (20.2.72.219.B(1)(d) NMAC), a significant permit revision (20.2.72.219.D NMAC), or a PSD or nonattainment major modification application is required.

**For Department use only:**

|  |  |  |
| --- | --- | --- |
| Major Source Staff Recommendation | Major Source Staff Initials  | Date |
| [ ]  Approve [ ]  Deny |  |  |

### Section 2-B: Owner, Operator, and Name Changes to NOIs or Construction Permits

(Administrative Revision)

Either the seller or the buyer may submit this completed form to comply with their regulatory obligations under 20.2.72.212.C NMAC or 20.2.73.200.E(3) NMAC, respectively. For legal transfers of ownership, the **seller** must notify the Department of the change (20.2.72.212.C NMAC). The **buyer (**of either a permitted facility or a NOI)must inform the Department of their name and address (20.2.73.200.E(3) NMAC). Prior to approving a request to transfer ownership, AQB will verify the ownership transfer by contacting the other party. Submittal of the form by both parties is not required. Check the appropriate box(es) and provide complete information in the table.

[ ]  Construction Permits: notification of a change in operators is due within 15 days of the change.

[ ]  Construction Permits and Notice of Intent: **seller or current owner** notification of a change in ownership or transfer of permit ownership. Transferring the permit does not relieve the seller from any outstanding permit fees.

If you have registered for roles under AQB programs in the Secure Extranet Portal (SEP), you must have a facility administrator remove access to applicable facilities for this Organization. You can also use the request support button in AEIR or email nmenv-aqbeer@state.nm.us for help with AQBCR.

[ ]  Construction Permits and Notice of Intent: **buyer or new owner** using this form as 20.2.73.200.E(3) NMAC notification, which must be submitted for permit or NOI transfers within 30 days of assuming ownership.

[ ]  Changing company name, no ownership or operator transfer.

[ ]  Changing facility name.

|  |  |  |
| --- | --- | --- |
| 1 | Current Operator: | Phone: |
| 2 a | New Operator:  | Title: |
| 2 b | Email: | Phone: |
| 2 c | Address: |
| 3 | Current Facility Owner Name: | Phone: |
| 4 a | New Facility Owner Name: | Phone: |
| 4 b | New Owner Mailing Address: |
| 5 a | Current Air Permit Contact: | Title: |
| 5 b | Email: | Phone: |
| 6 a | New Air Permit Contact: | Title: |
| 6 b | Email: | Phone: |
| 6 c | Address:  |
| 7 a | New Bill to Party: | Phone: |
| 7 b | New Bill to Address:  |
| 8 | Date of the Ownership Transfer:  |

If multiple facilities are affected, attach a list of the permit number, Agency Interest (AI) number, facility name, and permit type for each facility.

|  |
| --- |
| *Department use only*: Date & method other party contacted:  |

### Section 2-C: Ownership or Operational Control Changes for Title V Permits

(Administrative Revision)

The new owner or operator of the TV permit must submit this form, which satisfies then requirements of 20.2.70.300.D.2 NMAC. No grounds may exist for permit termination, per 20.2.70.405.A NMAC. Check the appropriate boxes and provide complete information in the table. Section 2-B should accompany this submittal to also update the construction permit.

[ ]  Changing company or facility name (public notice is required.)

[ ]  TV notification of a change in ownership or operational control (20.2.70.404.A(2) NMAC).

Attached are the required:

[ ]  written agreement containing a specific date for transfer of permit responsibility, coverage, and liability between the current and new permittee (20.2.70.404.A(2)(a) NMAC); and

[ ]  proof of publication of the public notice for the change in ownership or operational control of the facility from a newspaper of general circulation in the area where the facility is located (20.2.70.404.A(2)(d) NMAC).

|  |  |  |
| --- | --- | --- |
| **1 a** | **Plant Owner Name(s):** | **Phone:** |
| **1 b** | **Address:** | **Email:** |
| **2** | **Plant Address:** |
| 3 a | Responsible Official (RO) Name: | Title: |
| 3 b | RO Email: | Phone: |
| 3 c | RO Address:  |
| 4 a | Alternate RO Name: | Title: |
| 4 b | Alt RO Email: | Phone: |
| 4 c | Alt RO Address: |
| **5 a** | **Plant Operator Company Name(s):** | **Phone:** |
| **5 b** | **Address:** | **Email:** |
| **5 c** | **Plant Operator Contact** | **Phone:** |
| 6 a | Parent Company Name: |
| 6 b | Address: |
| 7  | Subsidiary Company Name(s) (organizations, branches, divisions, or subsidiaries which are owned, wholly or in part, by the company to be permitted: |
| 8 | Company’s state of incorporation or principal registration: |
| 9 | Corporate or partnership relationship to any other permittee operating under a TV permit and the names of those permittees:  |
| 10  | Names and phone numbers for Owners’ Agents:  |

### Section 2-D: Closing a Facility, Removing Units from a Permit, or Canceling an NOI

(Administrative Revision)

Check the appropriate boxes and provide complete information in the table. Closing the permit does not relieve the permittee from any outstanding permit fees.

If any of the units being removed are emission control equipment explain how a permit, federal regulation, or state regulation will not be violated by removal of the control equipment.

[ ]  Cease operations of the entire facility and close the construction permit (20.2.72.219.A(1)(c) NMAC).

|  |
| --- |
| Date the facility ceased operating: |

[ ]  Retire an emissions unit and remove it from the construction permit (20.2.72.219.A(1)(c) NMAC).

|  |
| --- |
| Date unit(s) retired: |
| List all retired unit numbers to be removed from the permit:  |

[ ]  Close a construction permit for a facility or remove an emissions unit that has not and will not be constructed (20.2.72.219.A(1)(d) NMAC).

|  |  |
| --- | --- |
| [ ]  Facility (plant) will not be constructed, or | [ ]  The following units will not be constructed and should be removed from the permit:  |

[ ]  Retire an emissions unit and remove it from the TV permit (20.2.70.404.A(1)(c) NMAC).

|  |
| --- |
| Date unit(s) retired: |
| List all retired unit numbers to be removed from the permit:  |

[ ]  Voluntary Discontinuation of the TV permit (20.2.70.400.I NMAC).

|  |
| --- |
| Explanation:  |

[ ]  Close a construction permit that is no longer required.

|  |
| --- |
| Explanation:  |

[ ]  Removal of minor NSR exempt equipment.

|  |
| --- |
| Explanation:  |

[ ]  Cancel a Notice of Intent (check one or explain):

|  |  |
| --- | --- |
| [ ]  PER is now below 20.2.73.200 NMAC threshold. | [ ]  Date the facility ceased operating:  |

### Section 2-E: Correct Typographical Error

(Administrative Revision)

Only typographical errors made by the Air Quality Bureau can be corrected with this form. Errors in the permit which are the result of errors in the application forms cannot be corrected through an administrative permit revision or administrative permit amendment.

Check the appropriate box and provide a complete description and correction of the error(s). Include corrections of serial numbers in this section. Add rows or attach additional pages as needed.

[ ]  Construction Permit typographical error correction required (20.2.72.219.A.1.a NMAC).

[ ]  TV permit typographical error correction required (20.2.70.404.A.1.a NMAC).

|  |  |
| --- | --- |
| e.g. | Describe the error: The NOx pph emission limit for Unit E-10 reflected in the application is 20.2 pph. However, Table 106.A of the permit shows 2.02 pph NOx.  |
| e.g. | Correction: The emission limit for Unit E-10 in Table 106.A should be changed to 20.2 pph. |
| e.g. | Section and page number in permit: Section A106, page A6 of A16. |
| 1 a | Describe the error: |
| 1 b | Correction: |
| 1 c | Section and page number in permit: |
| 2 a | Describe the error: |
| 2 b | Correction: |
| 2 c | Section and page number in permit: |
| 3 a | Describe the error: |
| 3 b | Correction: |
| 3 c | Section and page number in permit: |
| 4 a | Describe the error: |
| 4 b | Correction: |
| 4 c | Section and page number in permit: |
| 5 a | Describe the error: |
| 5 b | Correction: |
| 5 c | Section and page number in permit: |

### Section [2-F: Reporting Exempt Equipment for Minor Construction Permits](#_Section2-F:_Report_Exempt) or for No Permit Required (NPR) Facilities

Certain equipment can be added to minor construction permits as exempt equipment under 20.2.72.202.B NMAC as an administrative permit revision. (This exemption does not apply to facilities subject to 20.2.70 NMAC (TV), 20.2.74 NMAC (PSD), or 20.2.79 NMAC Nonattainment Sources. In those cases, use Section 2-G of this form.)

Construction permit Part 72 exemptions are not the same as operating permit TV insignificant activities (20.2.70.7.Q NMAC). If you have a TV permit and want to claim [Title V insignificant activities](https://www.env.nm.gov/air-quality/air-quality-title-v-operating-permits-guidance-page/), they may be required to have authorization through a construction permit. Only the insignificant activities that meet the requirements of 20.2.72.202.B NMAC may be added using this form for an administrative permit revision.

The Potential to Emit (PTE) of regulated air contaminants from minor permit exempt equipment count toward the facility’s total emissions under the PSD, nonattainment, and TV regulations therefore, the addition of equipment using this form could possibly result in the facility becoming PSD, Nonattainment, or TV major.

Check the box(es) to indicate if your facility has a permit or is a no permit required (NPR) facility, check the box(es) for the equipment being added, and complete the table(s), if applicable. Include attachments as required.

[ ]  Administrative Revision: This facility has a minor construction permit as designated in Section 1 of this application. This form is being submitted to add a piece(s) of equipment that qualifies as exempt under 20.2.72.202.B NMAC.

**or**

[ ]  Notice of Exemption: This facility does not require a 20.2.72 NMAC permit, so it is designated as a no permit required (NPR) facility. This exemption form is being submitted to record that this equipment qualifies as exempt under 20.2.72.202.B NMAC. (This exemption does not apply to (cannot be added to) NOI (20.2.73 NMAC), TV (20.2.70 NMAC), PSD (20.2.74 NMAC), or nonattainment (20.2.79 NMAC) facilities.)

AQB used to require either the Notice of Exemption Form or Exemption Application Form for these facilities. This form replaces both of those forms.

**Only fill out the information in this table if your facility is an NPR facility, we already have the information for permitted sites.**

|  |  |
| --- | --- |
| Facility Name:  | Plant primary SIC Code (4 digits):  |
| Plant NAICS code (6 digits): |
| Facility Street Address (If no facility street address, provide directions from a prominent landmark): |
| Company Name: | Phone: |
| Company Mailing Address: |
| Air Contact:  | Title:  |
| Email:  | Phone: |
| The facility is:       (distance) miles       (direction) of       (nearest New Mexico town or tribal community). | Zip Code:  | County: |
| Status of land (check one): [ ]  Private [ ]  Indian/Pueblo [ ]  Federal BLM [ ]  Federal Forest Service [ ]  State Land [ ]  Bernalillo County |

### Section [2-F: Reporting Exempt Equipment for Minor Construction Permits](#_Section2-F:_Report_Exempt) or for No Permit Required (NPR) Facilities, continued

#### Minor Construction Permit (Part 72) or NPR Exempt Equipment

The equipment checked in this section meets the requirements of the exemption in 20.2.72.202 NMAC, will comply with all applicable federal requirements in 40 CFR Part 60 (NSPS) or 40 CFR Part 63 (MACT), and appropriate records will be created and retained for two (2) years (or five (5) years if a TV source):

#### Standby Generators

[ ]  Standby generators which are operated only during the unavoidable loss of commercial utility power and less than 500 hours per year. (20.2.72.202.B(3) NMAC). Potentially applicable federal regulations: 40 CFR 63 Subpart ZZZZ and 40 CFR 60 Subparts JJJJ or IIII. Emission rates from emergency standby generators should be calculated assuming operation throughout the year (i.e., 8760 hours per year) to verify that it does not make your facility PSD, Nonattainment, or TV major.

| **Standby Generator Manufacturer** | **Serial Number** | **Date of Manufacture** | **Date of Installation1** | **Capacity (hp)** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Name of commercial power provider2: |  |

1 Date of installation is the date the engine is placed and secured at the location where it is intended to be operated.

2 Commercial power is purchased from a utility company, which specifically does not include power generated on-site for the sole purse of the user.

#### Abrasive Blasting

[ ]  Enclosed abrasive blasting operations; if no visible emissions from the building. (20.2.72.202.B(7) NMAC). Potentially applicable federal regulations: 40 CFR 63 Subpart XXXXXX - National Emission Standards for Hazardous Air Pollutants Area Source Standards for Nine Metal Fabrication and Finishing Source Categories. More information: [www.env.nm.gov/air-quality/ind-sector-info/](http://www.env.nm.gov/air-quality/ind-sector-info/).

#### Surface Coating

[ ]  Surface coating of equipment, including spray painting, roll coating, and painting with aerosol spray cans and all coating and clean-up solvent; if VOCs from paints and solvents do not exceed ten (10) pounds per hour and two (2) tons per year. (20.2.72.202.B(6) NMAC). Potentially applicable federal regulations (more information: [www.env.nm.gov/air-quality/ind-sector-info/](http://www.env.nm.gov/air-quality/ind-sector-info/)):

40 CFR 63 Subpart HHHHHH - National Emission Standards for Hazardous Air Pollutants: Paint Stripping and Miscellaneous Surface Coating Operations at Area Sources or

40 CFR 63 Subpart XXXXXX - National Emission Standards for Hazardous Air Pollutants Area Source Standards for Nine Metal Fabrication and Finishing Source Categories.

#### Volatile Organic Compound (VOC) Handling and or Storage

[ ]  VOC emissions resulting from the handling or storing of any VOC emission source; if vapor pressure is less than two tenths (0.2) PSI at the storage and handling temperatures. (20.2.72.202.B(2) NMAC).

#### Fuel Burning Equipment

[ ]  Fuel burning equipment used solely for heating buildings for personal comfort or producing hot water for personal use; if gaseous or liquid fuel and rated 5 MMBtu or less, or if distillate oil and 1 MMBtu or less. (20.2.72.202.B(1) NMAC).

#### Repositioning Sources at Plant

[ ]  Repositioning or relocating sources of air emissions or emissions points within the plant site, but only when such change in physical configuration does not increase air emissions or the ambient impacts. (20.2.72.B(4) NMAC). Attach an updated plot plan. Permittees must ensure that relocation of any emissions source within the plant site does **not** increase the ambient impact and will not result in an exceedance of any National Ambient Air Quality Standard (NAAQS), New Mexico Ambient Air Quality Standard (NMAAQS), or PSD Increment. If not sure, please contact the Modeling Section Manager (505-476-4300).

#### Emissions Exempted Based on Quantity

[ ]  Any emissions unit, operation, or activity that has the potential emission rate no more than one-half (1/2) ton per year of any regulated new source review pollutant. Units, operations, or activities of similar function shall be combined when calculating the emission rate. (20.2.72.202.B(5) NMAC).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Unit Description** | **Serial Number** | **Capacity (size)** | **Regulated Pollutants Emitted3** | **PER4 tpy** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

3 Particulate Matter (PM, PM10, PM2.5); Sulfur Dioxide (SO2); Carbon Monoxide (CO); Nitrogen Dioxide (NO2); Hydrogen Sulfide (H2S); Lead (Pb); Total Reduced Sulfur; and Volatile Organic Compounds (VOC).

4 Potential emission rate, as defined in 20.2.72 NMAC. The PER is the worst-case emission rate of the facility without controls or other limitations (unless the controls or limitations are enforceable) and as if the facility were operating continuously 8760 hours per year (24 hour/day, 365 days/year).

### Section 2-G: Add Minor NSR Exempt Equipment to Construction Permits for PSD or Nonattainment Sources

(Administrative Revision)

TV insignificant activity numbers 1a, 2, 3, 4, 5, 6, 7, and 8 cannot be added to any facility, major or minor, through an administrative permit revision if it does not meet the exemption requirements in 20.2.72.202 NMAC. TV insignificant activities do not apply to the construction permit exemptions in Part 72.

If the addition of minor NSR exempt equipment requires an applicability determination using projected actual emissions or requires a net emission decrease to avoid a PSD or nonattainment permit, the equipment may not be added through an administrative permit revision. Required are enforceable permit conditions to record actual emissions or so that the net emissions decrease is creditable (20.2.74.7.AL(6) and 20.2.79.7.Z(5) NMAC). Contact the PSD Permit Program Manager (505-476-4300) to determine if a technical permit revision (20.2.72.219 NMAC) or a significant permit revision (20.2.72.219.D NMAC) is required. The new equipment must meet all 20.2.72.202 NMAC exemption requirements to add the equipment through this administrative permit revision.

The minor NSR permit exemptions at 20.2.72.202.A and 20.2.202.B NMAC do not apply to the PSD major stationary sources (20.2.74.7.AG NMAC), Nonattainment (NA) major stationary sources (20.2.79.7.V NMAC), or TV Permit regulations (20.2.70 NMAC). This Section, 2-G, will assist in determining if this form may be used to report minor NSR exempt equipment.

The Potential to Emit (PTE) of regulated air contaminants from minor permit exempt equipment count toward the facility’s total emissions and, thus, the addition of this type of equipment could result in the facility becoming PSD, Nonattainment, or TV major.

Check the box(es) below next to the equipment from the 20.2.72.202 NMAC list of exemptions to be added. Calculate the potential to emit (PTE) of the minor NSR exempt equipment and attach the calculations (sum the PTE for multiple sources.) Enter the total PTE of the new exempt equipment in the Applicability Table and compare the emission rates to the significant emission rates. Answer the Section 2-G applicability questions. Section 2-G has three pages.

The PTE of the equipment must be based on the emission rates without controls, limits on capacity, or limits on operating hours unless those limits are federally enforceable through emissions standards in 40 CFR 60, 40 CFR 63, permit condition, or any source-specific state regulation in 20.2 NMAC.

The equipment checked in this section are required to meet the requirements of the exemption in 20.2.72.202 NMAC, will comply with all applicable federal requirements in 40 CFR Part 60 or 40 CFR Part 63, and appropriate records will be created and retained for two (2) years (or five (5) years if a TV source):

[ ]  Fire pump engine (20.2.72.202.A(4) NMAC).

[ ]  Fuel burning equipment used solely for heating buildings for personal comfort or producing hot water for personal use and uses gaseous or liquid fuel (20.2.72.202.B(1) NMAC).

[ ]  VOC emissions from handling or storing any VOC emission source (20.2.72.202.B(2) NMAC).

[ ]  Surface coating of equipment, including spray painting, roll coating, and painting with aerosol spray cans and all coating and clean-up solvent (20.2.72.202.B(6) NMAC).

[ ]  Abrasive blasting operations (20.2.72.202.B(7) NMAC).

### Section 2-G: Add Minor NSR Exempt Equipment to Construction Permits for PSD or Nonattainment Sources (continued)

[ ]  Standby generators which are operated only during the unavoidable loss of commercial utility power and less than 500 hours per year. (20.2.72.202.B(3) NMAC). Emission rates from emergency standby generators should be calculated assuming operation throughout the year (i.e., 8760 hours per year) to verify that it does not trigger a PSD, Nonattainment, or TV application.

| **Standby Generator Manufacturer** | **Serial Number** | **Date of Manufacture** | **Date of Installation1** | **Capacity (hp)** |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Name of commercial power provider2: |  |

1 Date of installation is the date the engine is placed and secured at the location where it is intended to be operated.

2 Commercial power is purchased from a utility company, which specifically does not include power generated on-site for the sole purse of the user.

[ ]  Any emissions unit, operation, or activity that has the potential to emit no more than one-half (1/2) ton per year of any regulated new source review pollutant. Units, operations, or activities of similar function shall be combined when calculating the emission rate. (20.2.72.202.B(5) NMAC).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Unit Description** | **Serial Number** | **Capacity (size)** | **Regulated Pollutants Emitted3** | **PTE4 tpy** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

3 Particulate Matter (PM10, PM2.5, PM); Sulfur Dioxide (SO2); Carbon Monoxide (CO); Nitrogen Dioxide (NO2); Hydrogen Sulfide (H2S); Lead (Pb); Total Reduced Sulfur; and Volatile Organic Compounds (VOC).

4 Potential to Emit, as defined in 20.2.74, 70, and 79 NMAC. The PTE is the worst-case emission rate of the facility without controls or other limitations (unless the controls or limitations are federally enforceable) and as if the facility were operating continuously 8760 hours per year (24 hour/day, 365 days/year).

### Section 2-G: Add Minor NSR Exempt Equipment to Construction Permits for PSD or Nonattainment Sources (continued)

|  |
| --- |
| **Applicability Table** |
| **Pollutant** | **PSD Significant Emission Rates (tpy)** | **Nonattainment Significant Emission Rates (tpy)** | **PTE for Part 72 Exempt Equipment (tpy)**\* |
| Carbon Monoxide (CO)3 | 100 | 100 |  |
| Nitrogen Oxides (NOX)1&3 | 40 | 40 (O3 marginal or moderate)2 |  |
| Volatile Organic Compounds (VOC)2&3 | 40 | 40 (O3 marginal or moderate)2 |  |
| Sulfur Dioxide (SO2)  | 40 | 40 |  |
| Particulate Matter (PM)  | 25 | Not applicable |  |
| PM10 | 15 | 15 |  |
| PM2.5 | 10 | 10 |  |
| Lead | 0.6 | 0.6 |  |
| Reason for adding the exempt equipment: |  |

\* Attach calculations. Also include emissions from fire pump engines under (20.2.72.202.A(4) NMAC). Keep records.

1 These nonattainment significant emission rates apply in areas nonattainment for ozone (O3) or nitrogen dioxide.

2 These nonattainment significant emission rates apply in areas nonattainment for ozone (O3).

3 Refer to the Nonattainment Information in Section 4.

|  |
| --- |
| **Applicability Questions** |
| 1 | Is this action part of another PSD or Nonattainment project? | [ ]  Yes [ ]  No |
| 2 | Are any of the PTE emission rates of the exempt unit(s) equal to or greater than the PSD or Nonattainment3 significant emission rates? (Refer to Section 4.) | [ ]  Yes [ ]  No |

If the answers to questions 1 or 2 are yes, or the PTE exceeds a significant emission rate, this change cannot be made through an administrative permit revision. Contact the PSD Permit Program Manager (505-476-4300) to determine if a technical permit revision (20.2.72.219.B(1)(d) NMAC), a significant permit revision (20.2.72.219.D NMAC), or a PSD or nonattainment major modification application is required for this change.

**For Department use only:**

|  |  |  |
| --- | --- | --- |
| Major Source Staff Recommendation? | Major Source Staff Initials  | Date |
| [ ]  Approve [ ]  Deny |  |  |

### ****Section 2-H: Title V Responsible Official Designations****

(Notification)

Provide complete information in the table to designate or change a responsible official (RO) or alternate responsible officials for a TV Permit. Persons designated as RO must meet the definition in 20.2.70.7.AE NMAC. All documents submitted pursuant to 20.2.70 NMAC must be certified by a RO pursuant to 20.2.70.300.E NMAC.

☐ When adding or changing an RO or alternate RO, include separate, notarized certification pages (Section 3) with the signature of each newly designated RO or alternate RO.

☐ This list includes all the alternate ROs, others on record should be removed.

If multiple facilities are affected, attach a list including all the permit numbers, Agency Interest (AI) numbers, and facility names.

|  |  |  |
| --- | --- | --- |
| 1 a | RO Name: | Title: |
| 1 b | Email: | Phone: |
| 1 c | Address:  |
| 2 a | Alternate RO Name: | Title: |
| 2 b | Email: | Phone: |
| 2 c | Address: |
| 3 a | Alternate RO Name: | Title: |
| 3 b | Email: | Phone: |
| 3 c | Address: |
| 4 a | Alternate RO Name: | Title: |
| 4 b | Email: | Phone: |
| 4 c | Address: |
| 5 a | Alternate RO Name: | Title: |
| 5 b | Email: | Phone: |
| 5 c | Address: |

[ ]  I certify that the above listed Responsible Official and Alternative Responsible Officials, if any, meet the definition of RO at 20.2.70.7.AE NMAC and based on information and belief formed after reasonable inquiry, the statements and information in the document are true, accurate, and complete.

### Section 2-I: Submittals to the Permit Programs Manager

**As Required by Permit Conditions or Other Regulations**

(Notification or Administrative Revision)

Use this section for submittals to the Permit Programs Manager of notifications or administrative permit revisions/amendments required by permit conditions that do not correspond with any other section of this submittal form. Explain your request, including any permit condition or regulatory citations that requires this submittal, and include the necessary attachments.

For example:

* Your permit has a condition that allows a specific change through an administrative revision.
* Your permit has a condition that requires submittal of information to the attention of the Permit Programs Manager such as a good combustion practice plan.
* A condition that allows a deadline to be extended through an administrative permit revision.
* Notification per General Condition B116 Short Term Engine Replacement
* Notification of TV Operating Permit Section 502(b)(10) Changes (20.2.70.302.H(1) NMAC).
* Before submitting a 502(b)(10) change request, contact the Major Source Program Manager or the TV Program Manager to discuss what information should be included in the request to ensure that the request is federally enforceable if enforceable limits are needed to avoid a construction permit application. Visit [www.env.nm.gov/air-quality/permitting-section-home-page/](https://www.env.nm.gov/air-quality/permitting-section-home-page/) for contact information.
* If the change must be made immediately, you may send the request by email to the appropriate manager listed on the web page.

|  |
| --- |
|  |

## Section 3: Certification – Required for All Submittals

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby certify that the information and data submitted in this application are true and as accurate as possible, to the best of my knowledge and professional expertise and experience.

Signed this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_, upon my oath or affirmation, before a

 notary of the State of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature1 Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name Title

Scribed and sworn before me on this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_.

My authorization as a notary of the State of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ expires on the

\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary's Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary's Printed Name

1 For Title V applications, the signature must be of the Responsible Official as defined in [20.2.70.7.AE NMAC](http://164.64.110.239/nmac/parts/title20/20.002.0070.htm):

## Section 4: Form Instructions

* Every submittal of this form must include a completed **Section 1 - General Information**, and **Section 3 - Certification**.
* Complete and print only the appropriate page(s) in **Section 2**.
* Do not include **Section 4** in your submittal.
* To reduce file space please **only submit the necessary pages**, and print double-sided head to toe, flip on short end (tablet). No fee is required with this form. Attach the submitted form to the permit being revised or amended for your records. Use this multi-form for:
1. Replacements of identical internal combustion (IC) engines and turbines must meet the requirements of AQB procedure number 02-007.00, Replacement of Identical IC Engines and Turbines, found at [www.env.nm.gov/air-quality/permitting-section-procedures-and-guidance/](http://www.env.nm.gov/air-quality/permitting-section-procedures-and-guidance/). [Section 2-A(i) and (ii).]
2. Administrative permit revisions to construction permits per [20.2.72.219.A(1) NMAC](http://164.64.110.134/parts/title20/20.002.0072.html) (New Mexico Administrative Code), including:
* changes in ownership [Section 2-B].
* a change in the permit to retire a source [Section 2-D].
* closing of a facility and canceling the permit [Section 2-D].
* correcting typographical errors [Section 2-E].
* notifying the Department that the source(s) have not and will not be built [Section 2-D].
1. Administrative permit amendments to Title V operating permits per [20.2.70.404.A(1) NMAC](http://164.64.110.134/parts/title20/20.002.0070.html), including:
* a change in the permit to retire an emissions unit [Section 2-D].
* voluntary discontinuation of a Title V permit [Section 2-D].
* changes in ownership or operational control of a Title V source that meet the requirements in 20.2.70.404.A(2) NMAC [Section 2-C].
* correcting typographical errors [Section 2-E].
1. Designations of Responsible Officials for Title V operating permits [Section 2-H].
2. Addition of exempt equipment to a construction permit under [20.2.72.202 NMAC](http://164.64.110.134/parts/title20/20.002.0072.html) [Section 2-G].
3. Addition of certain exempt equipment to a Prevention of Significant Deterioration (PSD) major source ([20.2.74.7.AG NMAC](http://164.64.110.134/parts/title20/20.002.0074.html)) or Nonattainment major source ([20.2.79.7.V NMAC](http://164.64.110.134/parts/title20/20.002.0079.html)). For PSD or Nonattainment sources, equipment must meet the exemption in 20.2.72.202.A(4), B(1), (2), (3), (5), (6), or (7). Potential to emit must be below significant emission rates to add this equipment using an administrative permit revision [fill out Sections 2-F(i) and (ii)].

Limited communication-only updates can be submitted online: [CommForm – Communication Updates for Air Quality Permits or Notices of Intent.](https://www.env.nm.gov/air-quality/universal-application-2-2/) If this form includes the type of update, you cannot use the CommForm instead.

Do **not** use this form in place of the [**Compliance Submittal Forms**](https://www.env.nm.gov/air-quality/compliance-and-enforcement/) for notifications required by NSPS or MACTs, excess emissions reports, Title V semi-annual or annual reports, test reports, etc.)

### Mail Application To:

New Mexico Environment Department Air Quality Bureau

Permit Programs Manager

525 Camino de los Marquez, Suite 1

Santa Fe, NM 87505

### Contact:

Phone: (505) 476-4300

Fax: (505) 476-4375

[www.env.nm.gov/air-quality/](http://www.env.nm.gov/air-quality/)

Acronym List

AQB – Air Quality Bureau

CFR – Code of Federal Regulations

GCP – General Construction Permit

MACT – Maximum Achievable Control Technology (National Emission Standards for Hazardous Air Pollutants in 40 CFR Part 63)

NMAC – New Mexico Administrative Code

NOI – Notice of Intent

NPR – No Permit Required

NSPS – New Source Performance Standard

NSR – New Source Review

PER – Potential Emission Rate (20.2.72.7.Y and 20.2.73.7.O NMAC)

PSD – Prevention of Significant Deterioration

RO – Responsible Official for TV program TV – Title V

Change Log – If you are using a form older than the most current form posted on the website, you are required to incorporate the changes listed. Periodically, AQB will announce when older form versions will no longer be accepted.

|  |  |
| --- | --- |
| Version Date | Changes Incorporated |
| June 27, 2022 | Older versions of this form will not be accepted. (Update to included mailing address to header on page one is not required to be incorporated.) |
| July 12, 2023 | Changed t o Calibri. |
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