



**United States Environmental Protection Agency**  
**Pacific Southwest – Region 9**  
**Federal Minor New Source Review Program in Indian Country**  
 OMB Control No. Pending

## Request for Administrative Permit Amendment

**You are using this form to request:**

- Correction of a typographical error
- More frequent monitoring and reporting
- Increase in allowable emissions below Minor NSR thresholds (see Instructions)
- Other: \_\_\_\_\_

**Use of this information request form is voluntary and not yet approved by the Office of Management and Budget.** The following is a checklist of the type of information that Region 9 will use to process information your request. While submittal of this form is not required, it does offer details on the information we will use to complete your requested approval and providing the information requested may help expedite the process. Use of application forms for this program is currently under Office of Management and Budget review and these information request forms will be replaced/updated after that review is completed.

**Please submit your request to:**

**U.S. EPA at:**

Air Division, Permits Office (Air-3)  
 U.S. EPA, Region 9  
 75 Hawthorne Street  
 San Francisco, CA 94105

For more information:  
<http://www.epa.gov/caa-permitting/tribal-nsr-permits-region-9>, call (415) 972-3974, or  
 email [R9AirPermits@epa.gov](mailto:R9AirPermits@epa.gov).

**Tribe:**

The Tribal Environmental Contact for the specific reservation:

Please contact EPA Region 9 if you need assistance in identifying the appropriate Tribal Environmental Contact and address.

### A. Source Information

<b>Source Name on Permit:</b>			
<b>Tribal NSR Permit Number and Date Issued/Revised:</b>			
<b>Contact Information (name, title, phone number, email)</b>			
<b>Mailing Address</b>			
<b>Reservation</b>	<b>County</b>	<b>Latitude (decimal format)</b>	<b>Longitude (decimal format)</b>

## B. Description of Change

Provide a narrative description of the requested amendment to the permit and the following:  
Please see the instructions for additional detail.

1. A description of the requested change, including information presented in sufficient detail to determine the effect the proposed change has on existing emissions unit and/or the source.
2. Why the proposed change can be made through an administrative amendment.
3. The proposed changes to be made to specific terms and conditions of the permit. A redline/strike out version of the permit may be used for this purpose.
4. If applicable, emissions calculations and all support data necessary to establish the existing allowable emissions and post-change allowable emissions. The requested information must be provided for each emissions unit (or pollutant-generating activity) being constructed or modified.

<b>Applicant's Statement (to be signed by the applicant)</b>	
I certify that this document and all attachments were prepared under my direction or supervision according to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.	
Name: _____ (Signature)	Date: _____
Name: _____ (Print or Type)	Title: _____

# Instructions

## What administrative permit amendments require the use of a different form?

1. A change in ownership or operational control of a source where the reviewing authority determines that no other change in the permit is necessary, provided that a written agreement containing a specific date for transfer of permit responsibility, coverage, and liability between the current and new permittee has been submitted to the reviewing authority can be made through **the Change in Ownership Notification form**.

## What administrative permit amendments require the use of this form?

1. Correction to typographical errors;
2. Incorporation of more frequent monitoring or reporting;
3. Establishment of an increase in an emissions unit's annual allowable emissions limit for a regulated NSR pollutant, when the action that necessitates such increase is not otherwise subject to review under major NSR or under this program (Minor NSR).

Proposed new construction or modifications should first be evaluated to determine if the change is major under the major NSR program. If the proposed construction does not qualify as a major under that test, then it may be subject to the requirements of the minor NSR rule at 40 CFR 49.151-161.

**Minor NSR Thresholds (increases above these thresholds are not eligible for administrative permit revisions):**

Pollutant	Attainment Area	Nonattainment Area
Carbon Monoxide	10 tpy	5 tpy
Particulate Matter (PM)	10 tpy	5 tpy
Particulate Matter (PM <sub>10</sub> )	5 tpy	1 tpy
Particulate Matter (PM <sub>2.5</sub> )	3 tpy	0.6 tpy
Sulfur Dioxide (SO <sub>2</sub> )	10 tpy	5 tpy
Nitrogen Oxides (NO <sub>x</sub> )	10 tpy	5 tpy
Volatile Organic Compound (VOC)	5 tpy	2 tpy
Lead	0.1 tpy	0.1 tpy
Fluorides	NA	1 tpy
Sulfuric Acid Mist	NA	2 tpy
Hydrogen sulfide (H <sub>2</sub> S)	NA	2 tpy
Total reduced sulfur (including H <sub>2</sub> S)	NA	2 tpy
Reduced sulfur compounds (including H <sub>2</sub> S)	NA	2 tpy
Municipal waste combustor emissions	NA	2 tpy
Municipal solid waste landfill emissions (as NMOC)	NA	10 tpy

**Helpful Definitions from the Federal Minor NSR Rule (40 CFR 49)** – This is not a comprehensive list.

- *40 CFR 49.152(d) - Modification* means any physical or operational change at a source that would cause an increase in the allowable emissions of the affected emissions units for any regulated NSR pollutant or that would cause the emission of any regulated NSR pollutant not previously emitted.

The following exemptions apply:

- (1) A physical or operational change does not include routine maintenance, repair, or replacement.
  - (2) An increase in the hours of operation or in the production rate is not considered an operational change unless such increase is prohibited under any federally-enforceable permit condition or other permit condition that is enforceable as a practical matter.
  - (3) A change in ownership at a source is not considered a modification.
- *40 CFR 49.152(d) - Allowable emissions* means “allowable emissions” as defined in §52.21(b)(16), except that the allowable emissions for any emissions unit are calculated considering any emission limitations that are enforceable as a practical matter on the emissions unit’s potential to emit.
  - *52.21(b)(16) - Allowable emissions* means the emissions rate of a stationary source calculated using the maximum rated capacity of the source (unless the source is subject to federally enforceable limits which restrict the operating rate, or hours of operation, or both) and the most stringent of the following:
    - (i) The applicable standards as set forth in 40 CFR parts 60 and 61;
    - (ii) The applicable State Implementation Plan emissions limitation, including those with a future compliance date; or
    - (iii) The emissions rate specified as a federally enforceable permit condition, including those with a future compliance date.

### **Calculating Emissions**

“Allowed” means the source is restricted by permit conditions that limit its emissions and are enforceable as a practical matter (i.e., allowable emissions). The allowable emissions for any emissions unit are calculated considering any emissions limitations that are enforceable as a practical matter on the unit’s PTE.

Pre-Change Allowable Emissions: Current permitted annual emissions for a pollutant expressed in tpy.

The current allowable emissions are the allowable rate of emissions for the preceding calendar year and must be calculated using the permitted operating hours, production rates, in-place control equipment, and types of materials processed, stored, or combusted during the preceding calendar year.

The total pre-change allowable emissions for the facility would be the sum of following:

1. Each emissions unit with an allowable emissions limitation. Calculated using the allowable operating

hours, production rates, in-place control equipment, and/or types of materials processed, stored, or combusted.

PLUS

2. Each emissions unit without any emissions limitations. Calculated using the maximum possible operating hours, production rates, and/or dirtiest types of materials processed, stored, or combusted.

Post-Change Allowable Emissions: The proposed allowable emissions for a pollutant expressed in tpy. Unless the source is restricted by permit conditions or other requirements that are enforceable as a practical matter, the post-change allowable emissions would be equivalent to post-change uncontrolled emissions.

The total proposed increase in allowable emissions resulting from your proposed change would be the sum of following:

1. Each emission unit with a proposed emission limitation. Calculated using the proposed allowable operating hours, production rates, in-place control equipment, and/or types of materials processed, stored, or combusted.

PLUS

2. Each emissions unit without a proposed emission limitation. Calculated using the maximum possible operating hours, production rates, and/or dirtiest types of materials processed, stored, or combusted.

### **Emissions Estimates**

Any emission estimates submitted to the Regional Administrator should be verifiable using currently accepted engineering criteria. The following procedures are generally acceptable for estimating emissions from air pollution sources:

- (i) Source-specific emission tests;
- (ii) Mass balance calculations;
- (iii) Published, verifiable emission factors that are applicable to the source. (i.e., manufacturer specifications)
- (iv) Other engineering calculations; or
- (v) Other procedures to estimate emissions specifically approved by the Regional Administrator.

Guidance for estimating emissions can be found at <http://www.epa.gov/ttn/chief/efpac/index.html>