



YOLO-SOLANO AIR QUALITY MANAGEMENT DISTRICT

1947 Galileo Court, Suite 103; Davis, CA 95618

Phone - (530) 757-3650 Fax - (530) 757-3670

INITIAL AGRICULTURAL OPERATING PERMIT (AOP) APPLICATION INSTRUCTIONS

IMPORTANT: A separate application must be submitted for each individual **Stationary Agricultural Source (SAS)**. A SAS is generally considered to be agricultural equipment (non-mobile, stationary or portable emission units) under common ownership or control, located on contiguous property. Failure to adhere to the application instructions may result in an incomplete application and a delay in the processing of the application.

NEED ASSISTANCE?: Please contact the District engineering staff to receive assistance over the phone or to schedule an appointment for a free consultation to assist you in completing your permit application package. The engineering division can be reached at (530) 757-3650 or toll-free within the (916), (530) & (707) area codes at (800) 287-3650.

PERMIT PROCESSING FEE: A permit processing fee is required when submitting an application to the District (please refer to Instruction #14). Make checks payable to the Yolo-Solano Air Quality Management District (Y-S AQMD).

SUBMIT APPLICATIONS TO:

1947 Galileo Court, Suite 103
Davis, CA 95618

INSTRUCTIONS:

- 1. FARM / PERMITTEE NAME:** The farm/permittee name can be the business name of the farm or the farm owner's/operator's name. The farm/permittee name will be the name under which the AOP will be issued and will appear on the permit.
- 2. SAS MAILING / BILLING ADDRESS:** Enter the address where the permit, invoices and all other District correspondence should be sent to regarding the SAS and permit.
- 3. PERSON APPLYING FOR PERMIT:** The person applying for the permit should be an authorized responsible official of the SAS. Enter the applicant's mailing address if different than the SAS mailing/billing address entered above. The applicant will receive the permit, invoices and all other District correspondence at this mailing address.
- 4. DESCRIPTION OF SAS LOCATION:** The description of the SAS location should be as detailed as possible. When applicable, the location description should include the street address, section, township, and range, and any other descriptions of the location relative to county roads, highways, and streets.
- 5. SAS ASSESSOR'S PARCEL NUMBER(S):** Enter the county Assessor's parcel number(s) that the SAS is located on.

6. **TOTAL ACREAGE OF SAS (contiguous):** Enter the total acreage of the SAS. Please remember that this acreage number should include all acres regardless of irrigation method as long as the fields are on contiguous property.
7. **CROP(S) GROWN:** Enter all crop types (grain crops, truck/row crops, rice, etc.) grown on the SAS.
8. **DISTANCE FROM THE SAS TO THE NEAREST K-12 SCHOOL:** You must check the correct box in this section, otherwise your application is incomplete. If your SAS is within 1,000 feet of a K-12 school, please enter the name of the nearest school.
9. **INTERNAL COMBUSTION ENGINES (>50 BHP):** List all internal combustion engines operated at the SAS with a brake horsepower rating greater than 50 BHP. For the Engine ID section, enter your own engine ID system, or use a generic system (i.e. 1, 2, ... or A, B, ...). The make and model of the engine can be found on the data plate affixed to the engine. The engine model year should be listed as the year the engine was manufactured. For each engine, enter the maximum horsepower rating, primary fuel type and check the last column if the engine is a portable unit.
10. **GASOLINE TANKS:** List all gasoline tanks operated at the SAS. Do not include tanks that store diesel or LPG/propane. For annual throughput, list the maximum amount of gasoline dispensed from the tank yearly. Indicate whether the tank is an aboveground or belowground tank by checking the appropriate box.
11. **OTHER EQUIPMENT:** List all other equipment in this section, such as boilers, silos, painting operations, degreasing operations, etc. "Other Equipment" includes any other emission unit at the SAS that is NOT mobile (mobile means vehicles such as tractors, forklifts, etc., or any emission unit that is self propelled). The Size/Rating column should contain the maximum capacity or rating of the emission unit. For estimated usage, the maximum annual usage should be listed.
12. **ACTUAL EMISSION MONITORING PLAN:** Describe the parameters that will be measured in order to calculate actual emissions from each Agricultural Emission Unit (AEU) (i.e. diesel fuel delivery record-keeping, operation hours record-keeping, etc.).
13. **ATTACH SCREENING WORKSHEET:** Attach your completed Screening Worksheet to the end of the application. Applications submitted without the Screening Worksheet or with an incomplete or illegible Screening Worksheet will be considered incomplete and cannot be processed by the District.
14. **PROCESSING FEE:** The initial filing fee is equal to two (2) hours at the time and materials labor rate established in Section 307.10 of District Rule 4.1. Currently, the time and materials labor rate is set at \$90/hour. Therefore, an initial filing fee of \$180 is due at the time the application is submitted. Applications without an initial filing fee will not be processed. Additional District processing hours spent on an application (over two hours) will be invoiced to the applicant following completion of the evaluation process.
15. **SIGNATURE:** The application must be signed by the applicant listed in section 3. By signing this document you are indicating that all information contained in this document and in any attachments are true, accurate and complete to the best of your knowledge. The signature must be a "wet" signature. Applications submitted by FAX transmittal will not be accepted.