

## INSTRUCTIONS

### PERMIT APPLICATION (APC 20)

This form should be completed for each permit required. Examples of permit units (sources) are:

Process equipment which operates, or could operate, as an independent unit.

Process equipment sharing common air pollution control equipment.

Boilers located close together and whose plumes tend to merge will generally constitute.

Wood-fired boilers should have individual applications.

Incinerators should have individual applications.

Please refer to Chapter 1200-3-9 of the Tennessee Air Pollution Control Regulations for information concerning application requirements.

If the source has not changed since the last time complete application information was submitted, APC 20 forms only, are sufficient for permit renewals. For initial applications, or whenever a source has changed, the APC 20 forms should be accompanied by the appropriate source and emission point description forms. If necessary, please contact the Tennessee APC office indicated on the form for information concerning applicable forms.

- Line 1. -** The right-hand portions of the first two lines are intended for APC Division use only.
- Line 2. -** Mailing address is the address to which permits or other correspondence concerning the application will normally be mailed. An in-state address is referred and should be used whenever possible.
- Line 3. -** Principal technical contact is someone who can be contacted concerning possible questions regarding the application. This should preferably be someone at the plant location if possible.
- Line 4. -** Site address should indicate as clearly as possible the actual source location including the county in which it is located. This need not be a mailing address. If it is a rural location, indicate the direction and approximate distance from a well established reference point such as a town or major road intersection.

(OVER)

**Line 5. -** Emission Source number should be a simple code which uniquely identifies the equipment covered by the application. It will be used to identify the equipment under consideration and to distinguish it from other possibly similar equipment. It should be referenced on all future correspondence concerning the equipment in question. Once assigned, this code should not be changed. If a change is required, the reason for the change as well as the previous and the new codes should be well explained in item 6.

**Line 6. -** Brief description of emission source should very briefly describe the type of equipment covered by the application such as, incinerator, oil fired boilers, printing press, rock crusher, etc.

**Line 7. -** Complete only the categories which apply depending on the status of the source.

For construction, indicate estimated construction starting and completion dates.

For operating, indicate approximate construction starting and completion dates for the source covered by the application. If the source was modified (not counting modifications made exclusively to control equipment) after original construction, enter the construction starting and completion dates for the most recent modification

If the source has been previously permitted, either operating or construction, enter the most recent permit number and the emission source reference number listed on the permit.

Location transfer is applicable only to portable sources such as portable asphalt plants, etc. Indicate the estimated date on which the source will be moved to the new location. If the source has been previously permitted, enter the most recent permit number and the permit emission source reference number. Also clearly indicate the location at which the source is currently, or has most recently, operated

**Line 8. -** If the equipment or operation has not changed since the last construction or operating permit application, indicate none. Otherwise briefly describe the changes which have been made since the last application. If it is the first application for the equipment, please so indicate.

**Line 9. -** Applications should be signed by the person directly responsible for local plant operations. Unsigned and/or undated applications will not be processed.