Rhode Island Department of Environmental Management

OFFICE OF AIR RESOURCES
Expedited Minor Source Permit Application Checklist

This checklist should be used by an applicant that is preparing a minor source permit application for which expedited processing is requested. The completed checklist shall accompany the permit application when it is submitted to the Office of Air Resources.

☐ Pre-application meeting was requested prior to submission of minor source permit application.

☐ Date of Pre-application Meeting (if required by OAR): ________________________________

Submission and OAR approval of a modeling protocol as required in the Rhode Island Air Dispersion Modeling Guidelines for Stationary Sources was submitted prior to submitting an expedited permit application.

Two (2) copies of the completed application for each installation or modification of a device, piece of equipment or air pollution control system as described in “Air Pollution Control Permits” 250-RICR-120-05-9.7.1.

☐ Description of the proposed project, including narrative and process flow diagram(s). Description of operations at the existing stationary source, if applicable.

☐ Potential to emit calculations of the proposed project. (Supporting calculations shall be included)

☐ Potential to emit calculations of the existing stationary source, if applicable. (Supporting calculations shall be included)

☐ For proposed new sources, demonstration that the new source is not a “major stationary source”. (Supporting calculations shall be included)

☐ For existing sources, demonstration that the proposed modification to the existing stationary source is not a “major modification”. (Supporting calculations shall be included)

Identification of all applicable State Air Pollution Control Regulations the proposed project is subject to. A demonstration shall be included explaining how the proposed project will comply with each identified state regulation.

Identification of all applicable federal Air Pollution Control Regulations the proposed project is subject to. A demonstration shall be included explaining how the proposed project will comply with each identified federal regulation.
A demonstration that the stationary source will comply with all applicable state and federal regulations at the time the stationary source or modification commences operation.

Best Available Control Technology (BACT) “top-down” analysis that complies with 250-RICR-120-05-9.7.3(A)(1). The analysis shall clearly indicate the information sources that were utilized for the proposed project’s BACT analysis.

Air Quality Impact Analysis that demonstrates that the emissions from the stationary source will not cause the following:

- Air pollution in violation of any applicable state or federal ambient air quality standard; and
- An increase in ground level ambient concentrations at or beyond the property line in excess of that allowed by “Air Toxics”, 250-RICR-120-05-22 and any calculated Acceptable Ambient Levels (AALs).

A proposed draft permit (electronic and hard copy submissions).

Electronic copies of all spreadsheets.

Application received by OAR: _______________________
Completeness review conducted: ____________________