Department of Environmental Protection, Bureau of Air Quality
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CHAPTER 164 INSTRUCTIONS for Concrete Batch Plant General Permit Application

This application form is required to apply to cover a concrete batch plants under the general permit process per 06-096 CMR 164.

Fill out all applicable sections of the forms. Attach additional pages as necessary.

INSTRUCTIONS for SECTION A: FACILITY CONTACT INFORMATION

Owner Name: The legal name of the company (as registered with the Secretary of State) or person who owns the concrete batch plant (CBP) for which the general permit is being requested. Enter the mailing address for the person or company. If the owner is an individual, enter his or her phone number and e-mail address.

Site Name: The physical location of the concrete batch plant to be covered by the general permit. Do not list a post office box here. Provide any additional directions needed to locate the site from a main roadway.

Note: When the CBP is relocated, a relocation notice shall be submitted to the Department. This can be done online at http://www.maine.gov/dep/air/compliance/forms/relocation/ or by mail.

Application Contact: Contact information for the person responsible for answering questions regarding this specific application (if different than the Owner).

Billing Contact: Contact information for the person responsible for receiving and paying air emission license invoices (accounts payable).

INSTRUCTIONS for SECTION B: EQUIPMENT INFORMATION

Manufacturer of CBP: The name of the manufacturer of the concrete batch plant.

Model: The model name of the concrete batch plant.

Date of Manufacture: The date the concrete batch plant was manufactured. If the exact date is not known, enter the year.

Date of Installation: The date the concrete batch plant was installed. If the exact date is not known, enter the year.

Design Capacity: The maximum design capacity of the concrete batch plant. Select the appropriate units of measure.

Hours/year of operation: The average number of hours the concrete batch plant is operated each year.

Is the CBP Portable: Check the appropriate box to denote if the concrete batch plant is portable or stationary. If it is portable the Department must be notified if it is relocated. This can be done online at http://www.maine.gov/dep/air/compliance/forms/relocation/ or by mail.

CBP Power: Check the appropriate box to denote if a power plant engine is used to operate the concrete batch plant or if it is powered by grid power. If powered by the grid (i.e. no power plant engine is used), continue to Section C.

Is the Power Plant Engine Portable: Check the appropriate box to denote if the power plant engine is portable or stationary.

Please note: CBPs that are powered by stationary power plant engines are not eligible to be covered by a general permit (per section (1)(F)(3) of Chapter 149). Please contact the Department with questions.

Maximum heat input of power plant engine: The maximum possible heat input of the power plant engine. Include the units of measure.

Date of Manufacture of the power plant engine: The date the power plant engine was manufactured. If the exact date is not known, enter the year.

Date of Purchased of the power plant engine: The date the power plant engine was purchased. If the exact date is not known, enter the year.

Other Equipment: List any other equipment that may be located on-site. Examples: rock crushers, screens, asphalt plants, boilers, etc.

INSTRUCTIONS for SECTION C: EMISSIONS CONTROL EQUIPMENT

Baghouses: Check the appropriate box to denote whether particulate emissions from all silos are vented through baghouses.

Diesel Particulate Filter: Check the appropriate box to denote whether the power plant engine is equipped with a diesel particulate filter. If there is no power plant engine for this equipment, check “n/a”.

Water Sprays: Check the appropriate box to denote whether water sprays are operated at the site.

Other Control Equipment: Use this space to note any other pollution control equipment associated with the concrete batch plant.

INSTRUCTIONS for SECTION D: FEE

An application fee, in the amount of $105 per concrete batch plant and made out to "Treasurer, State of Maine", must accompany the general permit application. Check this box to confirm the fee is enclosed.

Each Chapter 164 general permit issued is subject to an annual fee. This fee is billed in December of each year.

INSTRUCTIONS for SECTION E: SIGNATORY REQUIREMENT FOR EQUIPMENT OWNER

The application must be signed by a designated Responsible Official or Authorized Official.

"Responsible official" means one of the following:

A. For a corporation: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation, or a duly authorized representative of such person if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit and either:
   (1) The facilities employ more than 250 persons or have gross annual sales or expenditures exceeding $25 million (in second quarter 1980 dollars); or
   (2) The delegation of authority to such representatives is approved in advance by the permitting authority;
B. For a partnership or sole proprietorship: a general partner or the proprietor, respectively;
C. For a municipality, State, Federal, or other public agency: Either a principal executive officer or ranking elected official. For the purposes of this part, a principal executive officer of a Federal agency includes the chief executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., a Regional Administrator of EPA).

"Authorized Official" means any duly authorized person given permission by an owner or operator to conduct business with the Department on their behalf.

Equipment Operation: Choose whether the equipment is to be operated by the same entity as the Owner listed in Section A of the application or by a separate entity.

If the Owner and Operator are to be the same entity, the Owner/Operator can fill out Section E of the application form in lieu of completing a separate Notice of Intent to Comply form.

If the equipment is to be operated by someone other than the entity listed in Section A of the application form, the Operator will need to submit a Notice of Intent to Comply form. A copy of the Notice of Intent to Comply form can be found on the Department's website at:
http://www.maine.gov/dep/air/permits/conc_batch_plant.html

INSTRUCTIONS for SECTION F: SIGNATORY REQUIREMENT FOR EQUIPMENT OPERATOR

If the Owner and Operator are to be the same entity, the Owner/Operator can fill out Section G of the application form in lieu of completing a separate Notice of Intent to Comply form

This section must be signed by a designated "Responsible Official" or "Authorized Official" as defined above.

Municipality Notification: A completed copy of the application form and any additional notices must be sent to the municipality where the equipment will be operated. Each time the equipment is relocated, the appropriate municipality must be notified. In the case of an unorganized territory, notification is to be made to the respective county commissioner.

Additional Questions?
If you have any questions regarding filling out your general permit application form, please contact a member of the Licensing Section at (207) 287-7688.

Additional forms and guidance can be found online at:

http://www.maine.gov/dep/air/permits/index.html