



EQUIPMENT SPECIFIC PERMITTING GUIDELINES

Adhesive Materials Application Station

Fee Schedule 27

What must I do to apply for a permit for an adhesive materials application station?

There are two main requirements to initiate a permit application.

- 1) You must submit information needed by the District to evaluate the acceptability of the proposed equipment.
- 2) You must submit the required fees.

These requirements are addressed in detail below.

What forms must I complete and submit to the District?

The District's general Permit Application Form, [APP-116](#), must be submitted, together with all applicable supplemental application forms. The supplemental application for this equipment is [27U-V-W](#).

A [checklist](#) has been developed to assist you in preparing and submitting the complete application package.

How much will the permit cost?

Fees for a permit include a Processing Fee, a Database Replacement Fee, an Evaluation Fee, and an Air Contaminant Emissions Fee (some cases only).

Processing Fee – a \$95 non-refundable processing fee must be submitted with all applications for an Authority to Construct/Permit to Operate.

Evaluation Fee – District [Fee Schedule 27](#) specifies the application evaluation and renewal fees for adhesive materials application stations. Review Fee Schedule 27 and select the correct fee for your equipment. (Fee Schedule 27 is part of the District's [Rule 40](#) which contains detailed information on all the District's fees). If you have a new (not previously permitted by the District) piece of equipment, you must submit an Initial Evaluation Fee that is shown in Column 1 of the fee schedule. If you are modifying a previously permitted piece of equipment, your Evaluation Fee is equal to the fee shown in Column 1 (Initial Evaluation Fee) minus the fees shown in Column 2 (Emission Unit Renewal Fee).

Air Contaminant Emission Fees – If you do not currently have at least one valid District permit, you are also required to submit an air contaminant emission fee. The Air Contaminant Emission Fee is specified in [Rule 40, Section \(d\)\(4\)](#).

Database Replacement Supplemental Fee – a non-refundable fee of \$13 per application plus \$3 per ton of emissions where the Air Contaminant Emissions Fee applies must be submitted as specified in [Rule 40, Section \(d\)\(1\)\(vi\)](#).

What District rules apply to this equipment?

[Rule 67.21](#) specifies emission requirements applicable to adhesive materials application stations. In addition, other rules may apply including [Rules 20.1](#), [20.2](#), [20.3](#) and [Rule 1200](#) depending on the nature and quantify of emissions from your equipment.

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How long will it take to receive my permit?

[Rule 18](#) specifies a timeline for actions that the District must take in processing applications. The District is required to act on complete applications within 180 days.

Typically permits are issued in about 60 days. More complex processes will take longer and simpler ones may take less time. One thing you can do to ensure quick processing of your permit is to submit as complete an application as possible.

Are there less polluting options available?

Yes. Pollution prevention techniques can reduce your costs and regulatory requirements. Pollution prevention occurs through source control (input material changes, technology changes or improved operating practices) and reductions in the volume of wastes generated.

The California Air Resources Board Pollution Prevention website provides much valuable information about pollution prevention programs and practices at

<http://www.arb.ca.gov/pp/pp.htm>.

How do I get help filling out the permit applications for this equipment?

You may contact the District Small Business Assistance Program Coordinator at (858) 586-2656 or the District Engineering Section at (858) 586-2716.