

APCD PUBLIC SEARCH

Document library User Guide

Created: December 2021 Last Updated: December 2022

Purpose:

This guide is intended to assist public users and customers with searching and finding documents related to our Permitting, Compliance, Toxics Inventory, and health risk assessment programs.

Documents are added continuously. Documents beyond program retention timelines are removed.

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How to perform basic Search

Choose from five available Document Type Options at top - multiple selection option is available. Enforcement cases include Notices of Violation, Notices to Comply, and Mobile Source Citations.

Document Type *		
Select an option	~	
Permit Application		
Enforcement Case		
□ Air Toxic Inventory		
🗆 Health Risk Assessmen	t	
Permit to Operate No option selected		
Document From Date		
01/01/2018		
Document To Date		
12/23/2022	•	
	Search by Keyword	Search by Record ID
Find documents by their a	Search by Keyword	Search by Record ID
Find documents by their a	Search by Keyword	Search by Record ID
Find documents by their a Record ID Record ID (examples APCI	Search by Keyword ssociated Record ID. Optionally, enter additional information to furthe D2022-PTO-123456, APCD2022-NOV-123456)	Search by Record ID
Find documents by their a Record ID Record ID (examples APCI Organization Name	Search by Keyword ssociated Record ID. Optionally, enter additional information to furthe D2022-PTO-123456, APCD2022-NOV-123456)	Search by Record ID
Find documents by their a Record ID Record ID (examples APCI Organization Name	Search by Keyword ssociated Record ID. Optionally, enter additional information to furthe 22022-PTO-123456, APCD2022-NOV-123456)	Search by Record ID
Find documents by their a Record ID Record ID (examples APCI Organization Name Street Number	Search by Keyword ssociated Record ID. Optionally, enter additional information to furthe D2022-PTO-123456, APCD2022-NOV-123456)	Search by Record ID
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Find documents by their a Record ID Record ID (examples APCI Organization Name Street Number Street Number Use only road name, like " City	Search by Keyword ssociated Record ID. Optionally, enter additional information to furthe D2022-PTO-123456, APCD2022-NOV-123456) Broadway"	Search by Record ID

Search

Reset

Program References

Mobile Source Program:

https://www.sdapcd.org/content/sdapcd/compliance/compliance-requirements/mobile-source-program.html

Toxics/Emissions Inventory

https://www.sdapcd.org/content/sdapcd/permits/toxics-emissions.html

Compliance (Enforcement, Notices of Violation)

https://www.sdapcd.org/content/sdapcd/compliance/violation-information.html

Alternatively, you can search using the Keyword search which searches for specific words (including business, road names, Zip codes) within documents and related record information.

	c	R	
— Search Document Content –			
Keyword Search			/
Genesee			
			Search

Sort By: | Object Name | Description | Document Type

Click the plus sign 💿 to view the additional fields. Click the negative sign 💿 to hide the additional fields.

Show	10 v entries				Search:	
•	Record ID 🕴	Document Name	ŧ	Description \$	Document Type‡	Created Date 🕴
•	APCD2019-NOV- 000924	APCD - NOV Insp_APCD2019-NOV-000924_10.17.2019.pdf	AF Ins	PCD - NOV spection	Enforcement Case	10/18/2019 11:19 AM
•	APCD2019-NOV- 000925	APCD - NOV Insp_APCD2019-NOV-000925_10.17.2019.pdf	AF Ins	PCD - NOV spection	Enforcement Case	10/18/2019 11:46 AM
0	APCD2020-NOV- 000360	APCD - NOV Insp_APCD2020-NOV-000360_06.18.2020.pdf	AF	PCD - NOV spection	Enforcement Case	06/18/2020 12:45 AM
•	APCD2021-NOV- 000506	APCD - NOV Insp_APCD2021-NOV-000506_08.06.2021.pdf			Enforcement Case	08/06/2021 04:57 PM
0	APCD2021-NTC-00120	APCD - NTC Insp_APCD2021-NTC-00120_06.04.2021.pdf			Enforcement Case	06/04/2021 05:36 PM
0	APCD1976-SITE-00213	2016_Report Package_EID 197600213.pdf			Air Toxic Inventory	08/04/2021 07:25 AM
0	APCD1976-SITE-00243	CampusMap-Real_Estate.pdf	20	017 TEI refinement	Air Toxic Inventory	02/11/2021 07:32 AM
۰	APCD1976-SITE-00243	Campus Acreages - La Jolla.pdf	20	017 TEI refinement	Air Toxic Inventory	02/11/2021 07:31 AM

Showing 1 to 8 of 8 entries

Previous 1 Next

If you know, or are looking for a specific Record ID, you can add that in the Record ID field:

Record ID *

Record ID Formats

Site Record IDs: APCDYYYY-SITE-###### - example: APCD2022-SITE-123456 Permit Record IDs: APCDYYY-PTO-###### - example: APCD2022-PTO-123456 Notice of Violation Record IDs: APCDYYY-NOV-###### - example: APCD2022-NOV-123456 Notice to Comply Record IDs: APCDYYY-NTC-###### - example: APCD2022-NTC-123456 Mobile Source Citation Record ID format: APCDYYY-MSC-#### - example: APCD2022-MSC-1234 Permit Applications Record ID Format: APCD YYYY-APP-###### - Example: APCD2022-APP-123456 Title V Permits Record ID Format: APCDYYY-TVP-###### - Example: APCD2022-TVP-123456

Find Specific Documents Appendix

Searches submitted with data in the Record ID box return APCD documents with matching Record ID. Combinations of Organization Name, Street Address, City, and/or date fields can be combined to create targeted searches. Note that older documents do not have full text search available.

- 1. Document type Select from options provided.
- 2. Record ID Specify the APCD Record ID in this field if you know it.
- 3. Organization Name
- 4. Street Number Specify the property's Street Number in this field.
- 5. Street Name Specify property's Street Name in this field. Exclude directional prefixes, street types or street type suffixes. For example, search "Mission" instead of "N. Mission Ave".
- 6. Document Dates Specify the date range. Searches including only a From date will return documents created after that date. Searches including only a "To" date will return documents created before that date.

Search Document Content Appendix

Searches submitted with terms in the Search Document Content box return APCD documents that contain matching text in the document itself or its properties. Not all documents function with content searches.

- 1. Document type
- 2. Use specific search terms for best search performance.
- 3. Please allow up to 5 minutes for content searches due to document library size.
- 4. Search results are limited to 350 Documents.

How to Refine Search Results

To refine, or search within initial search results, you can use the Search box at top of result set.

Sort By: Obje * You have mo Click the plus :	Sort By: Object Name Description Document Type * You have more than 350 results, please consider refining your search. Click the plus sign to view the additional fields. Click the negative sign to hide the additional fields.					
Show 10	entries			Search:		
≜ Record	ID + Document Name	¢	Description	Document Created Type Date		
APCD1	93- FID 199308671 Siteld APCD19	93-		Air Toxic 01/15/2020		

Example Search all documents by Street name

Document Type *			
Select an option			
Permit Application			
Enforcement Case			
Air Toxic Inventory			
Health Risk Assessment			
Permit to Operate			
5 options selected - Permit App	lication,Enforcement Case	Air Toxic Inventory,Health Risk Assessment,Permit to O	perate
Document From Date			
01/01/2018	•		
Document To Date			
12/22/2022			
12, 20, 2022	5		
	Search by Keyword		Search by Record ID
Find documents by their associated	Record ID. Optionally, enter a	lditional information to further refine your search.	
Find documents by their associated Record ID	Record ID. Optionally, enter a	lditional information to further refine your search.	
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Find documents by their associated Record ID Record ID (examples APCD2022-PT Organization Name	Record ID. Optionally, enter a	Iditional information to further refine your search. 23456)	
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Example Search by Record ID

If you know a specific Record ID, you can add that to the [Record ID] search field.

Select an option Permit Application Permit Application Enforcement Case Air Toxic Inventory, Health Risk Assessment, Permit to Operate ontions selected - Permit Application Enforcement Case, Air Toxic Inventory, Health Risk Assessment, Permit to Operate ontions selected - Permit Application Enforcement Case, Air Toxic Inventory, Health Risk Assessment, Permit to Operate ontions selected - Permit Application Enforcement Case, Air Toxic Inventory, Health Risk Assessment, Permit to Operate ontions selected - Permit Application Enforcement Case, Air Toxic Inventory, Health Risk Assessment, Permit to Operate ontions selected - Permit Application Enforcement Case, Air Toxic Inventory, Health Risk Assessment, Permit to Operate countent To Date Enforcement Selected - Date Enforcement Selected - Date Enforcement Case, Air Toxic Inventory, Health Risk Assessment, Permit to Operate Search by Keyword Search by Record ID Search by Keyword Search by Record ID Countents by their associated Record ID. Optionally, enter additional information to further refine your search. cord ID Free Number Free Number Free Number Free Name Enforcement Files "Broadway" Free Name	cument type			
Permit Application Enforcement Case Air Toxic Inventory Health Risk Assessment Permit to Operate For	Select an option			
Enforcement Case Air Toxic Inventory Health Risk Assessment Permit to Operate continue selected - Permit Application Enforcement Case Air Toxic Inventory,Health Risk Assessment,Permit to Operate content From Date 01/01/2018 Content To Date 12/23/2022 Search by Keyword Search by Record ID Search by Keyword Search by Record ID APCD2022-PTO-123-86 Treat Number Treat Number Use only road name, like "Broadway" ity	Permit Application			
Air Toxic Inventory Health Risk Assessment Permit to Operate inortions Enforcement Case Air Toxic Inventory,Health Risk Assessment,Permit to Operate Ocument From Date Ol/Ol/2018 Ocument To Date 12/23/2022 Search by Keyword Search by Record ID Search by Keyword Search by Record ID Accounters by their associated Record ID. Optionally, enter additional information to further refine your search. tecord ID Accounters Transition Name Treet Number Use only road name, like "Broadway" Ity	Enforcement Case			
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rrganization Name treet Number treet Name Use only road name, like "Broadway" ity				
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	PCD2022-PTO-123456 anization Name et Number et Name e only road name, like "Broadwa r	2γ"		

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How to Search For Permits by Zip Code

[Document Type *
	Select an option
	Permit Application
	Enforcement Case
	□ Air Toxic Inventory
	Health Risk Assessment
	Permit to Operate
1	Loption selected - Permit t
C	Document From Date
ſ	mm/dd/yyyy
L	
	Document To Date
	mm/dd/yyyy
L	

Search by Keyword			Jea	TCH by Record ID		
Find a	locuments by their	content using keywords.				
Keywo	ord Search					
9210	01					
		Sea	rch			
Sort I You Click Show	By: Document N have more than the plus sign O	lame Description Document Typ 350 results, please consider refinin to view the additional fields. Click t	e g your search. the negative sign [©]	to hide the additional fields.	Search-	
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Sort I * You Click Show	By: Document N have more than the plus sign (10) entri Record ID APCD2012- PTO-001362	Ame Description Document Typ 350 results, please consider refining to view the additional fields. Click t es Document Name APCD2012-PTO-001362-Revise Registration-Renewal-2021.pdf	e g your search. the negative sign @ ¢ d-	to hide the additional fields. Description	Search: Document Type Permit to Operate	Created 05/18/2 12:37 AN
Sort I You Click Show	By: Document N have more than the plus sign (10) entri Record ID APCD2012- PTO-001362 APCD2012- PTO-001362	Ame Description Document Typ 350 results, please consider refining to view the additional fields. Click the ses Document Name APCD2012-PTO-001362-Revise Registration-Renewal-2021.pdf APCD2012-PTO-001362-Renew Permit_2023.pdf	e g your search. the negative sign • ¢ d- al	to hide the additional fields. Description	Search: Document Type Permit to Operate Permit to Operate	Created 05/18/20 12:37 AN 08/18/20 09:20 AN

https://data.sandiegocounty.gov/Environment/Air-Pollution-Equipment-Permits/33xy-2ab9

Example Search for Notices of Violation

Note that the percent sign is the wildcard character, so using %NOV% will return all Record IDs with "NOV". Using %2020%NOV% will return all 2020 Notices.

Please Click Here for User Guide

Document Type *		
Select an option		
Permit Application		
C Enforcement Case		
Air Toxic Inventory		
Health Risk Assessment		
1 option selected - Enforcement Case		
Record ID *		
%NOV%		
Organization Name		
Street Number		
Street Name		
City		
Document From Date		
06/09/1999		
Document To Date		
01/04/2022		

Example Search by Organization or Road Name using Text/keyword Search

	c)R	
- Search Document Content -			
Keyword Search			
Genesee			
			Search

Sort By: | Object Name | Description | Document Type

Click the plus sign 🔍 to view the additional fields. Click the negative sign 🔍 to hide the additional fields.

Show	10 🗙 entries				Search:	
•	Record ID \$	Document Name 🗧	ŧ	Description \$	Document Type‡	Created Date 🕴
0	APCD2019-NOV- 000924	APCD - NOV Insp_APCD2019-NOV-000924_10.17.2019.pdf		APCD - NOV Inspection	Enforcement Case	10/18/2019 11:19 AM
0	APCD2019-NOV- 000925	APCD - NOV Insp_APCD2019-NOV-000925_10.17.2019.pdf		APCD - NOV Inspection	Enforcement Case	10/18/2019 11:46 AM
0	APCD2020-NOV- 000360	APCD - NOV Insp_APCD2020-NOV-000360_06.18.2020.pdf		APCD - NOV Inspection	Enforcement Case	06/18/2020 12:45 AM
0	APCD2021-NOV- 000506	APCD - NOV Insp_APCD2021-NOV-000506_08.06.2021.pdf			Enforcement Case	08/06/2021 04:57 PM
0	APCD2021-NTC-00120	APCD - NTC Insp_APCD2021-NTC-00120_06.04.2021.pdf			Enforcement Case	06/04/2021 05:36 PM
0	APCD1976-SITE-00213	2016_Report Package_EID 197600213.pdf			Air Toxic Inventory	08/04/2021 07:25 AM
٥	APCD1976-SITE-00243	CampusMap-Real_Estate.pdf		2017 TEI refinement	Air Toxic Inventory	02/11/2021 07:32 AM
٥	APCD1976-SITE-00243	Campus Acreages - La Jolla.pdf		2017 TEI refinement	Air Toxic Inventory	02/11/2021 07:31 AM

Showing 1 to 8 of 8 entries

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Example Search by Permit Application Type

To search for recent permit Applications with "engine' in the forms, use the following criteria (you can expand the search duration by setting the "from" date).

Most applications will be for equipment or operations that require an Authority to Construct and Permit to Operate, and will have "APP" in the Application Record ID.

Certain types of equipment have less impact on air quality and therefore only require Certificate of Registration, and will include "CER" in the Application Record ID.

Larger sources may also require a Federal Operating Permit known as Title V. Title V Applications have "APP" in the Application Record ID.

Public Comments on Applications

We accept public comments on any permit application during the review process. This review process can take from a few days for simple equipment and up to six months for more complicated evaluations.

To comment on a specific application, refer to the Application Record ID and submit your comment(s) via email. to <u>APCDEngineering@sdapcd.org</u>.

Additionally, certain applications will require public notifications and formal comment periods.

Select one or more categories that apply. Enter the date range when the document(s) was created.

Document Type *	
Select an option 🗸	
Permit Application	
Enforcement Case	
Air Toxic Inventory	
Health Risk Assessment	
1 option selected - Permit Application	
Document From Date	
09/02/2022	
Document To Date	
10/03/2022	
Search by Keyword	Search by Record ID
5	
Find documents by their content using keywords.	
Find documents by their content using keywords. Keyword Search	
Find documents by their content using keywords. Keyword Search	
Find documents by their content using keywords. Keyword Search engine	
Find documents by their content using keywords. Keyword Search	
Find documents by their content using keywords. Keyword Search engine Search	Reset
Find documents by their content using keywords. Keyword Search engine Search	Reset

System updates

We will update available fields and add document types going forward, in addition to updating the data elements displayed.

Please check back for updated guidance.