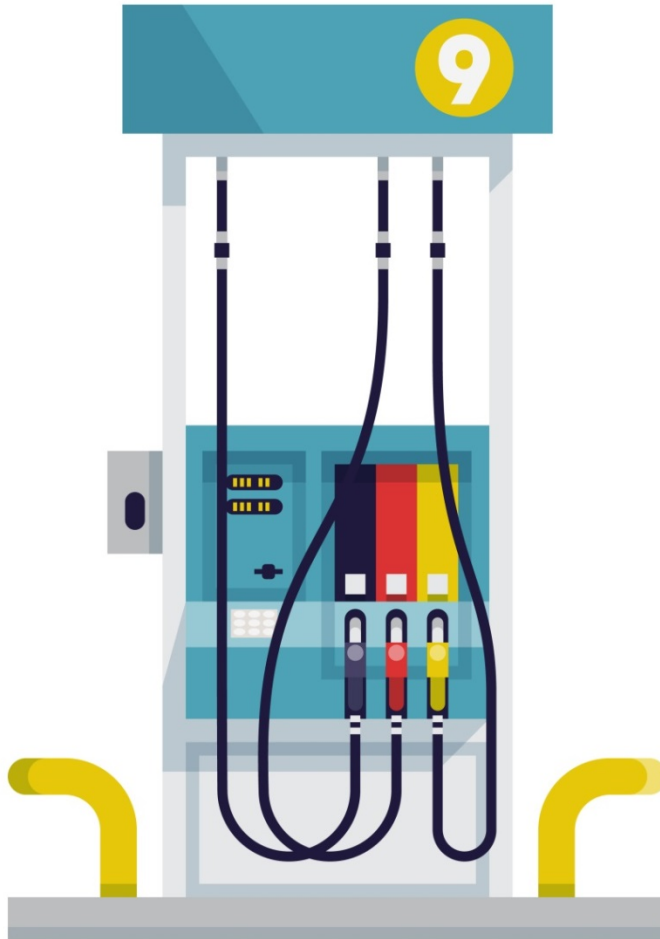


**Air Pollution Control District**

# **Gas Station Annual Testing Online Notification Guidance Document**



## Gas Station Annual Testing Online Notification Guidance Document

The San Diego Air Pollution Control District (APCD) has implemented an online notification submittal for the annual testing of gas stations. Contractors/owners/operators now have the option of submitting their initial notification of testing via the Accela Citizen Access Portal (ACA) instead of emailing the form to the District.

### Benefits of Online Submittal

- No need to email the document
- Can submit notifications outside of business hours\*<sup>1</sup>
- No lengthy forms to complete or attach to emails
- You will receive a notification number upon submittal
- You will still receive a confirmation email of receipt within 2-3 business days
- You can view any changes or updates to your submittal
- You can submit test results online\*<sup>2</sup>

There are some limitations to the Online Submittal.

- <sup>1</sup>You will not be able to reschedule or cancel a previous submitted notification. Those will still need to be emailed to William Jacques at [William.Jacques@sdcounty.ca.gov](mailto:William.Jacques@sdcounty.ca.gov). However you will be able to see any changes made to notification via the online portal.
- <sup>2</sup>You can submit test results online. However you can only submit those test results for which the original notification was submitted online. If you submitted the notification via email, mail or fax, those test results will need to be emailed to William however you will be able to see that the test results have been processed via the online portal.

### How do I begin the Process of Online Submittal?

- First you will need to register for an account. Access the online portal at <https://publicservices.sdcounty.ca.gov/citizenaccess/> Click on “**New Users: Register for an Account**”

Home APCD AWM DEH DPW PDS

**Notice:**  
The browser you are using is not on the list of our supported browsers and versions.  
For best user experience, it is recommended you use one of our supported browsers and versions:  
Internet Explorer 10 & 11  
Mozilla Firefox 32  
Chrome 37  
Safari 6  
Opera 24

Welcome to the County of San Diego's online Citizen Access Portal

**This system will enable residents of San Diego County to:**

1. Research public information.
2. Submit an application (some departments require registration and login to submit an application).
3. View and track the status of your application.
4. Make secure online payments.

Some services will require you to register for an account.

**What would you like to do today?**  
To get started, select one of the services listed below:

General Information APCD

**Login**  
User Name or E-mail:  
Password:  
Login »  
 Remember me on this computer  
I've forgotten my password  
**New Users: Register for an Account**

- Choose a user name and password
- Input personal and contact information
- Review and accept the general disclaimer terms (check the box) and click on **“Continue Registration”**

[Home](#)
[APCD](#)
[AWM](#)
[DEH](#)
[DPW](#)
[PDS](#)

---

**Account Registration**

You will be asked to provide the following information to open an account:

- Choose a user name and password
- Personal and Contact Information
- License Numbers if you are registering as a licensed professional (optional)

Please review and accept the terms below to proceed.>

**General Disclaimer**

While the County attempts to keep its web information accurate and timely, the County neither warrants nor makes representations as to the functionality or condition of this website, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the County as a result of updates and corrections.

I have read and accepted the above terms.

[Continue Registration >](#)

- Complete the information requested, username, email address, password, security questions, click on **“Add New”** to enter contact information.

[Announcements](#) | [Register for an Account](#) | [Login](#)

Search  

[Home](#)
[APCD](#)
[AWM](#)
[DEH](#)
[DPW](#)
[PDS](#)

---

**Account Registration Step 2:  
Enter/Confirm Your Account Information**

\* indicates a required field.

**Login Information**

\* User Name:  [?](#)

\* E-mail Address:

\* Password:  [?](#)

\* Type Password Again:

\* Enter Security Question:  [?](#)

\* Answer:  [?](#)

**Contact Information**

Choose how to fill in your contact information.

[Add New](#)

[Continue Registration >](#)

**Contact Information**

\* First:  Middle:  \* Last:

Name of Business:

Country:

\* Address Line 1:

\* City:

\* State:

\* Zip:

Home Phone:  Work Phone:  Mobile Phone:

Once complete click on **“Continue Registration”**. If multiple persons will be accessing this system, you can set up a generic account.

You will then receive a confirmation message that your account has been successfully created

Home   APCD   DEH   PDS   DPW

---

Your account has been created successfully. You may now log in with your new credentials.

Your account has been successfully created. Congratulations! You have successfully created an account with the County. Please log in at anytime. Additional activation by the County may be required. If re-activation is necessary, another e-mail will be sent notifying you when activation is complete.

**Account Information**

User Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Preferred Method of Contact: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

### Submitting your Online Notification

- First log on to the portal

## Login

User Name or E-mail:

Password:

---

Remember me on this computer

[I've forgotten my password](#)  
[New Users: Register for an Account](#)

- Select Get Air Quality Service from the Home Page

Home   APCD   AWM   DEH   DPW   PDS

**Welcome Karen Wilkins**  
You are now logged in.

**What would you like to do today?**  
To get started, select one of the services listed below:

<p><b>General Information</b></p> <p><a href="#">Lookup Property Information</a></p>	<p><b>APCD</b></p> <p><a href="#">Get Air Quality Service (Permit Applications, Gas Station Tests)</a></p> <p><a href="#">Search APCD Records</a></p> <p><a href="#">Apply for an Air Quality Grant</a></p>
<p><b>DEH</b></p> <p><a href="#">Create an Application</a></p> <p><a href="#">Search Applications</a></p>	<p><b>AWM</b></p> <p><a href="#">Search Applications</a></p>
<p><b>DPW</b></p> <p><a href="#">Apply for Record: (Recycling Permits, Stormwater Complaints)</a></p> <p><a href="#">Search Records</a></p>	<p><b>PDS</b></p> <p><a href="#">Apply for a Record</a></p> <p><a href="#">Search Records</a></p>

Read and accept the General Disclaimer terms. Also set your computer/tablet/phone to accept "Pop Ups"

Home   APCD   AWM   DEH   DPW   PDS

[Get Air Quality Service \(Permit Applications, Gas Station Tests\)](#) | [Search APCD Records](#) | [Apply for an Air Quality Grant](#)

**Online Permit System**

Welcome to San Diego County's Online Permit System.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your session.

General Disclaimer

While the The Agency hereafter referred to as 'The Agency', attempts to keep its Web information accurate and timely, the The Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the The Agency as a result of updates and corrections.

All trademarks and service marks contained in or displayed on this website are the

I have read and accepted the above terms.

[Continue Application »](#)

Scroll to the bottom of the page and select “Compliance” and then click “Continue”

The screenshot shows a web interface for the Air Quality Permit Application process. At the top right, there is a search bar. Below it, a navigation menu contains tabs for Home, APCD, AWM, DEH, DPW, and PDS. A secondary menu below the navigation tabs includes links for 'Get Air Quality Service (Permit Applications, Gas Station Tests)', 'Search APCD Records', and 'Apply for an Air Quality Grant'. The main content area is titled 'Select an option below:' and contains three sections: 'Air Quality Permit Application:', 'Air Quality Grant Application:', and 'Gas Station Test Notification:'. Each section provides detailed instructions and contact information. Below these sections, a paragraph states: 'If you are unsure about which option above to choose, please contact APCD at (858) 586-2600.' Another paragraph states: 'For building permits, including Solar Panels, Air Conditioners, etc., click the above tab labeled "PDS", and choose the appropriate permit type.' At the bottom of the form, there is a dropdown menu labeled '--Select a Category--' with three options: 'Compliance', 'Permit app', and an empty option. The 'Compliance' option is highlighted with a red box. Below the dropdown menu is a 'Continue »' button, also highlighted with a red box.

In order to complete the online submittal you must have the following information in order to proceed. If you don't you can save and resume later. You will need the full permit record ID, facility name, the equipment location address and the permit expiration month. A sample copy of the permit is on the next page where all the information can be found. An additional copy is located on the last page of this document.



COUNTY OF SAN DIEGO, AIR POLLUTION CONTROL DISTRICT  
 10124 OLD GROVE ROAD, SAN DIEGO, CA 92131  
 PHONE (858) 586-2600 FAX (858) 586-2601  
 www.sdapcd.org

Sectors: 3. I  
 Site Record ID: APCD2003-SITE-04814  
 Application Record ID: APCD2008-APP-987254

PERMIT RECORD ID  
**APCD2006-PTO-979209**

You will need the full record ID in order to complete the online submittal. It is found on the top right hand corner of the permit to operate.

Sports Arena AM PM  
 Kevin Sullivan  
 3580 Sports Arena Bl  
 San Diego CA 92110

**EQUIPMENT ADDRESS**

Sports Arena AM PM  
 Sridhar Namburi  
 3580 Sports Arena Bl  
 San Diego CA 92110

You will need the equipment location address to verify the correct address of the gas station.

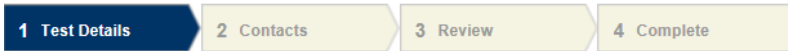
**PERMIT TO OPERATE**

EXPIRES: **March 31, 2016**

You will need the current permit expiration date

- Enter the full permit record ID. Once you enter the permit record ID, the facility name and address will appear in red. This is the data we have in our database. If it differs from your records, please confirm with the station owner. Contact the District at 858-586-2600 to have the address updated.

**Gas Station Test Notification**



Step 1: Test Details > Enter Test Details

\* indicates a required field.

**Enter Vapor Recovery Equipment Information**

**VAPOR RECOVERY EQUIPMENT**

PTO APCD2006-PTO-979209; Sports Arena AM PM; 3580 Sports Arena Bl, San Diego, CA, 92110

Permit Record ID: \*

Frequency:

Scheduled Test Date:

Test Time:

- Enter the scheduled test date. The test date should be no more than 60 calendar days prior to last date of the expiration month and the scheduled test date no less than 11 days from the current date. You enter a test date greater than 60 days from the permit expiration date or less than 11 days from the current date you will receive an error message. For tests that will be conducted on or after the last day the permit expires or for other special circumstances, please email the District your notification do not submit the notification online.

**Gas Station Test Notification**



Step 1: Test Details > Enter Test Details

\* indicates a required field.

**Enter Vapor Recovery Equipment Information**

**VAPOR RECOVERY EQUIPMENT**

PTO APCD2007-PTO-979278; Carlsbad Arco; 810 Tamarack Avenue, Carlsbad, CA, 92008

Permit Number: \*

Permit expires (Month):

Frequency:

Notification Received Date:

The scheduled test date must be at least 11 calendar days from the notification received date of 07/18/2017

Scheduled Test Date: \*

Test Time:

- Select the frequency from the drop down list

Step 1 : Test Details > Enter Test Details

\* indicates a required field.

Enter Vapor Recovery Equipment Information

VAPOR RECOVERY EQUIPMENT

PTO APCD2007-PTO-979278; Carlsbad Arco; 810 Tamarack Avenue, Carlsbad, CA, 92008

Permit Number: \*

Permit expires (Month):

Frequency:

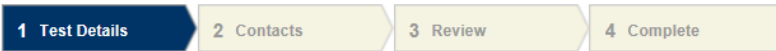
Notification Received Date:

Scheduled Test Date:

Test Time:

- Enter the test time in 24 hour format; 14:00 for a test at 2:00 p.m. or 08:30 for a test at 8:30 a.m. You can also click on the “?” for additional help.

Gas Station Test Notification



Step 1 : Test Details > Enter Test Details

\* indicates a required field.

Enter Vapor Recovery Equipment Information

VAPOR RECOVERY EQUIPMENT

PTO APCD2007-PTO-979278; Carlsbad Arco; 810 Tamarack Avenue, Carlsbad, CA, 92008

Permit Number: \*

Permit expires (Month):

Frequency:

Notification Received Date:

Scheduled Test Date:

Test Time:

- Enter the tests that will be conducted. Click on “Add a Row”

Enter tests (add rows as needed)

VR\_TESTS

Showing 0-0 of 0

System	Test Type	Test Cancelled_Rescheduled
No records found.		

The next screen follows the same format as the form, select the VR Test systems. You can select more than one system. Click “Next”



### Select System

(Select all that apply)

Business Activity:

For assistance or to apply for System not listed below please contact us.

- | System   |
|--|
| <input checked="" type="checkbox"/> Phase I EVR                            |
| <input checked="" type="checkbox"/> Miscellaneous                          |
| <input type="checkbox"/> Phase II Vac Assist Pre EVR                       |
| <input checked="" type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX |
| <input type="checkbox"/> Phase II VST/Emco-Wheaton EVR-203-205/207-209-XX  |
| <input type="checkbox"/> Phase II Balance Systems Pre EVR                  |

Select all tests that apply, you may have to select "page 2" as all the tests may not be available on the screen. Once you have selected the tests, click "Finish".

### Select Test Type

(Select all that apply)

Business Activity:

System	Test Type
<input type="checkbox"/> Miscellaneous	T.P. 206.3 Two Inch Pressure Decay for ASTs (EVR)
<input type="checkbox"/> Miscellaneous	EO 401 Exhibit 4 Pressure Decay
<input checked="" type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Vapor to Liquid Ratio (Exhibit 5)
<input checked="" type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Clean Air Separator Integrity Test (Exhibit 4)
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Nozzle Vapor Valve Integrity (Exhibit 7)
<input checked="" type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	VP-1000 Dispenser Vapor Line Tightness Test (per 10M manual)
<input checked="" type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Veeder Root (Exhibit 9)
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Incon VRM (Exhibit 10)
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Liquid Condensate Trap Compliance Procedure (Ex 9 VR 201, Ex 11 VR 202)

< Prev 1 2 Next >

You can view and confirm the test(s) selected. Click "Submit" if correct. If incorrect, click "Cancel" and you will need to begin again. To avoid this click "Submit" even though you have incorrect choices. You will be able to delete the incorrect ones individually at the next step.

### VR\_TESTS

System: Phase I EVR	Test Type: T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors
System: Phase I EVR	Test Type: T.P. 201.1C Pressure Integrity Check Drop Tube/Drain Valve
System: Phase I EVR	Test Type: T.P. 201.1E P/V Vent Valves
System: Miscellaneous	Test Type: T.P. 96-1 Ten Inch Pressure Decay

<

If you have an incorrect test(s) selected, you can delete it by checking the box next to the test(s) and choose **“Delete Selected”** A message will pop up asking you to confirm.

Enter tests (add rows as needed)

**VR\_TESTS**

Showing 1-9 of 9

<input type="checkbox"/>	System	Test Type	Test Canceled_Rescheduled	Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors		Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1C Pressure Integrity Check Drop Tube/Drain Valve		Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1E P/V Vent Valves		Actions
<input checked="" type="checkbox"/>	Miscellaneous	T.P. 96-1 Ten Inch Pressure Decay		Actions
<input type="checkbox"/>	Miscellaneous	T.P. 201.3C Tie Tank Test		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Vapor to Liquid Ratio (Exhibit 5)		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Clean Air Separator Integrity Test (Exhibit 4)		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	VP-1000 Dispenser Vapor Line Tightness Test (per 10M manual)		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Veeder Root (Exhibit 9)		Actions

Message from webpage

Are you sure you want to delete this record?

You can also edit the selection and change the information. Check the box next the test(s), click on **“Edit Selected”**,

Enter tests (add rows as needed)

**VR\_TESTS**

Showing 1-9 of 9

<input type="checkbox"/>	System	Test Type	Test Canceled_Rescheduled	Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors		Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1C Pressure Integrity Check Drop Tube/Drain Valve		Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1E P/V Vent Valves		Actions
<input checked="" type="checkbox"/>	Miscellaneous	T.P. 96-1 Ten Inch Pressure Decay		Actions
<input type="checkbox"/>	Miscellaneous	T.P. 201.3C Tie Tank Test		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Vapor to Liquid Ratio (Exhibit 5)		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Clean Air Separator Integrity Test (Exhibit 4)		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	VP-1000 Dispenser Vapor Line Tightness Test (per 10M manual)		Actions
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Veeder Root (Exhibit 9)		Actions

Select system(s) Click **“Next”**

### Select System

(Select all that apply)

Business Activity:

For assistance or to apply for System not listed below please contact us.

#### System

- Phase I EVR
- Miscellaneous
- Phase II Vac Assist Pre EVR
- Phase II Healy EVR VR-201-XX/VR-202-XX
- Phase II VST/Emco-Wheaton EVR-203-205/207-209-XX
- Phase II Balance Systems Pre EVR

[Cancel](#)

Choose the correct test(s) and click **“Finish”**

### Select Test Type

(Select all that apply)

Business Activity:

Miscellaneous

#### Test Type

- T.P. 201.3 Two Inch Pressure Decay
- T.P. 96-1 Ten Inch Pressure Decay
- T.P. 201.3A Five Inch Pressure Decay
- T.P. 201.3B Two Inch Pressure Decay
- T.P. 201.3C Tie Tank Test
- T.P. 201.4 Dynamic Back Pressure
- T.P. 206.3 Two Inch Pressure Decay for ASTs (EVR)
- EO 401 Exhibit 4 Pressure Decay

[Cancel](#)

Verify the test(s) selected and click **“Submit”**



## VR\_TESTS

System:

Miscellaneous

Test Type:

T.P. 96-1 Ten Inch Pressure Decay



**Submit**

Cancel

If you need to add additional test(s), click on “**Add a Row**” and follow the previous steps

Enter tests (add rows as needed)

## VR\_TESTS

Showing 1-9 of 9

<input type="checkbox"/>	System	Test Type	Test Canceled_Rescheduled	Actions
<input type="checkbox"/>	Phase I EVR	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Phase I EVR	T.P. 201.1C Pressure Integrity Check Drop Tube/Drain Valve		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Phase I EVR	T.P. 201.1E P/V Vent Valves		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Miscellaneous	T.P. 96-1 Ten Inch Pressure Decay		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Miscellaneous	T.P. 201.3C Tie Tank Test		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Vapor to Liquid Ratio (Exhibit 5)		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Clean Air Separator Integrity Test (Exhibit 4)		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	VP-1000 Dispenser Vapor Line Tightness Test (per 10M manual)		<a href="#">Actions</a> ▼
<input type="checkbox"/>	Phase II Healy EVR VR-201-XX/VR-202-XX	Veeder Root (Exhibit 9)		<a href="#">Actions</a> ▼

**Add a Row**

Edit Selected

Delete Selected

Once you have selected all your tests, click “**Continue**”

Step 1: Test Details > Enter Test Details

\* indicates a required field.

Enter Vapor Recovery Equipment Information

VAPOR RECOVERY EQUIPMENT

PTO APCD2006-PTO-979209; Sports Arena AM PM; 3580 Sports Arena Bl, San Diego, CA, 92110

Frequency: Annual

Permit Record ID: \* APCD2006-PTO-979209

Scheduled Test Date: 02/08/2016

Test Time: 08:30

Enter tests (add rows as needed)

VR\_TESTS

Showing 1-9 of 9

<input type="checkbox"/> System	Test Type	Test Cancelled_Rescheduled	Actions
<input type="checkbox"/> Phase I EVR	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors		Actions
<input type="checkbox"/> Phase I EVR	T.P. 201.1C Pressure Integrity Check Drop Tube/Drain Valve		Actions
<input type="checkbox"/> Phase I EVR	T.P. 201.1E P/V Vent Valves		Actions
<input type="checkbox"/> Miscellaneous	T.P. 96-1 Ten Inch Pressure Decay		Actions
<input type="checkbox"/> Miscellaneous	T.P. 201.3C Tie Tank Test		Actions
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Vapor to Liquid Ratio (Exhibit 5)		Actions
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Clean Air Separator Integrity Test (Exhibit 4)		Actions
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	VP-1000 Dispenser Vapor Line Tightness Test (per 10M manual)		Actions
<input type="checkbox"/> Phase II Healy EVR VR-201-XX/VR-202-XX	Veeder Root (Exhibit 9)		Actions

Add a Row Edit Selected Delete Selected

Continue »

Save and resume later

Add the contact information. To add the facility location information, click on "Add New" under APCD Equipment location. Do not click on "Select from Account".

Gas Station Test Notification

1 Test Details 2 Contacts 3 Review 4 Complete

Step 2: Contacts > Contacts

\* indicates a required field.

APCD Equipment Location

Contact addresses are used for different purposes later in the application process.

Select from Account Add New Look Up

APCD VR Testing Contractor

Contact addresses are used for different purposes later in the application process.

Select from Account Add New Look Up

Continue »

Save and resume later

Verify information and click on "Continue". If the address needs to be updated contact the District at 858-586-2600 to have the address updated.

## Contact Information

* First:	<input type="text" value="Sridhar"/>	* Last:	<input type="text" value="Namburi"/>
Organization Name	<input type="text" value="Sports Arena AM PM"/>		
* Address	<input type="text" value="3580 Sports Arena Bl"/>		
* City:	<input type="text" value="San Diego"/>	* State:	<input style="border-bottom: 1px solid black;" type="text" value="CA"/>
		* Zip:	<input style="border-bottom: 1px solid black;" type="text" value="92110"/>
Country:	<input style="border-bottom: 1px solid black;" type="text" value="United States"/>		
Work Phone:	<input type="text"/>	Mobile Phone:	<input type="text"/>
Fax:	<input type="text"/>	E-mail:	<input type="text"/>
<input type="button" value="Continue"/>	<input type="button" value="Clear"/>	<a href="#">Discard Changes</a>	

Facility location contact successfully added.

### Gas Station Test Notification

1 Test Details	2 <b>Contacts</b>	3 Review	4 Complete
----------------	-------------------	----------	------------

Step 2: [Contacts](#) > [Contacts](#)

\* indicates a required field.

### APCD Equipment Location

Contact addresses are used for different purposes later in the application process.

✔ Contact added successfully.

**Sridhar Namburi**  
**Sports Arena AM PM**

Home phone:  
Mobile Phone:  
Work Phone:  
Fax:

[Edit](#) [Remove](#)

To add the VR Testing Contractor contact information, click on “**Select from Account**”

**APCD VR Testing Contractor**

Contact addresses are used for different purposes later in the application process.

**Select from Account**

Add New

Look Up

Continue »

Contact Information from your account is added to the record, then click “**Continue**”.

**APCD VR Testing Contractor**

Contact addresses are used for different purposes later in the application process.

✔ **Contact added successfully.**

**Karen Wilkins**  
**Government**

karen.wilkins@sdcounty.ca.gov

Home phone:

Mobile Phone:

Work Phone: 8585862688

Fax:8585862651

[Edit](#) [Remove](#)

Continue »

## Gas Station Test Notification

1 Test Details


2 Contacts

3 Review

4 Complete

### Step 3: Review

Continue »

Save and resume later 

**Please review all information below. Click the "Edit" buttons to make changes to sections or click the "Continue Application" button. By submitting this application, you hereby agree to the conditions of the program/permit for which you are applying.**

#### Submission Type

Gas Station Test Notification

#### Enter Vapor Recovery Equipment Information

VAPOR RECOVERY EQUIPMENT

Edit

Permit Record ID: APCD2006-PTO-979209

Frequency: Annual

Scheduled Test Date: 02/15/2016

Test Time: 08:30

#### Enter tests (add rows as needed)

VR\_TESTS

Edit

System	Test Type	Test Cancelled_Rescheduled
Phase I EVR	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors	

#### APCD Equipment Location

Edit

Sridhar Namburi  
Sports Arena AM PM  
3580 Sports Arena Bl  
San Diego, CA, 92110  
United States

#### APCD VR Testing Contractor

Edit

Karen Wilkins  
Government  
10124 Old Grove Road  
San Diego, CA, 92131  
United States

Work Phone: 8585862688  
Fax: 8585862651  
E-mail: karen.wilkins@sdcounty.ca.gov

Continue »

Save and resume later 

Verify that the information is complete and make any necessary changes by clicking on "Edit" in any of the areas. Once information is verified, click on "Continue"



You will receive a confirmation message and a notification number. Please refer to this number for reschedules, cancellations and test result submittals.

Search...

Home

APCD

AWM

DEH

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### Vapor Recovery Test Notification

1 Test Details

2 Contacts

3 Review

4 Complete

#### Step 4: Complete



Your submission was successful.

Your Application Record ID is **APCD2016-VRT-0004**.

If applicable, you will need this Record ID to check the status of your Application.

Thank you for your submission. San Diego Air Pollution Control District values your input.

[View Submission Details »](#)

As a reminder reschedules, test cancellations need to be emailed to the District at [William.Jacques@sdcounty.ca.gov](mailto:William.Jacques@sdcounty.ca.gov) or by fax to 858-586-2651. Test results can be submitted online if the original notification was submitted online.

You can review updates to your online notification by logging into your account. Click on the APCD tab and select the specific record you are looking for (click on the hyperlink). A status of “**Scheduled**” means we have processed the notification and scheduled the tests with the inspector. A status of “**Submitted by ACA**” means we have not processed the notification.

Search...

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### Records

Showing 1-2 of 2 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Submit Date	Record ID	Type	Address	Expiration Date	Status	Action
<input type="checkbox"/>	01/27/2016	<a href="#">APCD2016-VRT-0003</a>	Vapor Recovery Test Notification	185 OLD GROVE RD, OCEANSIDE CA 920571218		Scheduled	
<input type="checkbox"/>	01/27/2016	<a href="#">APCD2016-VRT-0004</a>	Vapor Recovery Test Notification			Submitted by ACA	

You can then view the updated information ( for example rescheduled tests)

---

**Record APCD2016-VRT-0003:**  
**Vapor Recovery Test Notification**

[Add to collection](#)

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**Record Status:** Scheduled

▼ **Land/Parcel Address**

185 OLD GROVE RD  
OCEANSIDE CA 920571218

▼ **Record Details**

**Record Description:**

Old Grove Shell  
APCD2006-PTO-977742

▼ **More Details**

- ▣ **Related Contacts**
- ▣ **Record Information**
- ▣ **Record Information Tables**

**VR\_TESTS**

<b>System:</b>	Phase I EVR
<b>Test Type:</b>	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors

---

**APCD\_VR\_TEST\_RESCHEDULE**

<b>Reschedule Number:</b>	1
<b>Reschedule Received Date:</b>	01/28/2016
<b>Scheduled Date:</b>	02/15/2016
<b>Scheduled Time:</b>	08:30
<b>System:</b>	Phase I EVR
<b>Test Type:</b>	T.P. 201.1B Static Torque of Rotable Phase 1 Adaptors

## Online Submittal of Test Results.

If you submitted your notification online, you can now submit your test results online. If your notification was submitted by email, fax or mail you cannot submit your test results online.

### Log in to your account

1. Click on “Search APCD Records” a list of your submitted records will appear on a list. Click on the document you would like to attach the test results to.

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### Records

Showing 1-5 of 5 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Submit Date	Record ID	Type	Address	Expiration Date	Status	Action
<input type="checkbox"/>	07/18/2017	<a href="#">APCD2017-VRT-0338</a>	Gas Station Test Notification			Submitted by ACA	
<input type="checkbox"/>	02/16/2016	<a href="#">APCD2016-VRT-0165</a>	Gas Station Test Notification	12610 El Camino Real, San Diego CA 92130		Results Received	
<input type="checkbox"/>	02/12/2016	<a href="#">APCD2016-VRT-0157</a>	Gas Station Test Notification	Camp Pendleton, San Diego CA 92055		Closed-Reviewed Inspector	
<input type="checkbox"/>	01/25/2016	<a href="#">APCD2016-VRT-0106</a>	Gas Station Test Notification			Void	
<input type="checkbox"/>	01/21/2016	<a href="#">APCD2016-VRT-0094</a>	Gas Station Test Notification			Void	

2. Click on Attachments (Documents)

[Announcements](#) | [Logged in as: Karen Wilkins](#) | [Collections \(0\)](#) | [Reports \(1\)](#) | [Account Management](#) | [Logout](#)

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[Get Air Quality Service \(Permit Applications, Gas Station Tests, Breakdowns\)](#) | [Search APCD Records](#) | [Apply for an Air Quality Grant](#)

**Record APCD2017-VRT-0338:** [Add to collection](#)  
**Gas Station Test Notification**

Like 0 Tweet

Record Status: Submitted by ACA

▼ **Land/Parcel Address**

▼ **Record Details**

**Record Description:**  
Carlsbad Arco  
APCD2007-PTO-979278

► **More Details**

► **Fees**

► **Processing Status**

► **Attachments (Documents)**

3. Click "Add"

▼ Attachments (Documents)

**PERMITS** - If you are submitting an application for a permit to operate, by clicking the "Continue Application" button below, you will obtain a fee estimate.

**GRANTS** - If you are applying for a grant, by clicking the "Continue Application" button below you are submitting your application to the District and you will not be able to go back and change information.

By submitting this application, you hereby agree to the conditions of the program/permit for which you are applying.

The maximum file size allowed is 100 MB.  
html;htm;mht;mhtml are disallowed file types to upload.

Name	Record ID	Record Type	Entity Type	Type	Size	Latest Update	Ac
No records found.							

< >

Add

4. Choose the option **APCD-VR- Test Results** under type and add a brief description and click "Save"

**VAPOR RECOVERY TEST RESULTS** - Please attach the VR Test Results and select "APCD-VR-Test-Results".

By submitting this application, you hereby agree to the conditions of the program/permit for which you are applying.

The maximum file size allowed is 100 MB.  
htm;htm;mht;mhtml are disallowed file types to upload.

Name	Record ID	Type	File	Action
No records found.				

Add

Please click on "add" to attach the test results

Type: APCD-General-Source-Test-Report

File: GDF TEST RESULTS.doc  
100%

Description: GDF TEST

spell check

Save Add Remove All

Please select this option, add any description of the document and click "save"

5. You will receive a confirmation message of receipt.

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Get Air Quality Service (Permit Applications, Gas Station Tests) | Search APCD Records | Apply for an Air Quality Grant

The attachment(s) has/have been successfully uploaded. It may take a few minutes before changes are reflected.

Record **APCD2017-VRT-0035**: Gas Station Test Notification [Add to collection](#)

Like 0 Tweet

Record Status: Submitted by ACA

Additional copy of the permit to operate template.



**COUNTY OF SAN DIEGO, AIR POLLUTION CONTROL DISTRICT**  
10124 OLD GROVE ROAD, SAN DIEGO, CA 92131  
PHONE (858) 586-2600 FAX (858) 586-2601  
www.sdapcd.org

Sectors: 3, I  
Site Record ID: APCD2003-SITE-04814  
Application Record ID: APCD2008-APP-987254

Sports Arena AM PM  
Kevin Sullivan  
3580 Sports Arena Bl  
San Diego CA 92110

**PERMIT RECORD ID**

**APCD2006-PTO-979209**



You will need the full record ID in order to complete the online submittal. It is found on the top right hand corner of the permit to operate.

**EQUIPMENT ADDRESS**

Sports Arena AM PM  
Sridhar Namburi  
3580 Sports Arena Bl  
San Diego CA 92110

You will need the equipment location address to verify the correct address of the gas station.

**PERMIT TO OPERATE**

EXPIRES: **March 31, 2016**

You will need the current permit expiration date