



**For ELECTRONIC SUBMITTAL**

**Please Allow 1 to 2 days for Processing**

Email: [notifications@vcapcd.org](mailto:notifications@vcapcd.org)

State law requires that an applicant for a non-residential building permit or Certificate of Occupancy provide information indicating whether a permit is required from the Air Pollution Control District. The law further prohibits a City or County from issuing a Certificate of Occupancy, unless a business has complied with provisions of the law that are administered by the Air Pollution Control District.

To determine whether your business is subject to these requirements, please complete this questionnaire. Refer to the equipment list after the questionnaire for further assistance.

I. Facility Information				
1. Facility Business Name				
2. Building Age (Yrs.)		3. No. of Employees		
4. Street Address of Facility/ Business				
5. Facility Owner (s)				
6. City		State		Zip
7. Phone Number		Email		
8. Questionnaire Preparer Address (If different from Facility Address)				
9. City		State		Zip
10. Phone Number		Email		

II. Equipment/Project Description: What is the project? (Describe Tenant Improvements)
Describe briefly what is being done to the building. Demolition, renovation, walls moved, heating ducts disturbed, etc.?
Describe the type of business/equipment at this location. (See page 2 to determine if equipment requires an APCD permit)

**III. Building Construction Information - Demolition/Renovation Projects Will Require an Asbestos Survey**

Y	N	Y	N
	New Construction		Has an asbestos survey been conducted?
	Remodeling		Will 100 sq. ft. or more of Asbestos Containing Material be removed?
	Demolition		Can you provide written proof asbestos material was removed?

Please note: If an asbestos survey is required, the District will not be able to approve this form without a survey regardless of the age of the structure. If you have questions regarding asbestos survey requirements, please contact the District before submitting this form.

**VI. Questionnaire Signature**

<i>I declare under penalty of perjury, to the best of my knowledge and belief, the responses made herein are true and correct.</i>			
Title		Owner of Facility or	Authorized Agent
Signature		Date	

APCD USE ONLY

Authorized District Signature		Date	
EXEMPT FROM APCD PERMIT REQUIREMENTS OR PERMIT ALREADY OBTAINED	District Stamp	APPROVED FOR ISSUANCE OF BUILDING PERMIT, BUT NOT FOR OCCUPANCY PERMIT	District Stamp
		APPROVED FOR OCCUPANCY PERMIT (APCD Authority to Construct Application Received) Date Received App #:	District Stamp



# VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT

4567 Telephone Road 2nd Floor, Ventura CA 93003 805/ 303-3688 FAX 805/ 456-7797 [www.vcapcd.org](http://www.vcapcd.org)

## COMMON EQUIPMENT AND PROCESSES REQUIRING A VENTURA COUNTY APCD PERMIT TO OPERATE

Disclaimer: This list is intended to be used only as general guidance in determining equipment that requires an APCD Permit to Operate. For more detailed information, refer to APCD Rule 10, "Permits Required", and APCD Rule 23, "Exemptions from Permit", or call the APCD Engineering Division at 805/303-3688.

### Combustion Equipment

- Boilers or process heaters with a maximum rated heat input of 1.0 MMBTU/Hr or greater
- Engines that are 50 HP or greater including but not limited to the following:
  - Oil well and water well drilling rigs
  - Emergency electrical generators powered by diesel engines
  - Portable wood chippers
  - Portable air compressors

*Note: Vehicle engines for autos, trucks, bulldozers, forklifts, etc. are exempt. Emergency generators and water pumps powered by natural gas or propane engines are exempt. Portable engines registered with the state PERP are exempt.*
- Gas turbines rated at 300 kW and greater
- Incinerators, including crematories
- Ovens and furnaces
 

*Note: Restaurant equipment except conveyORIZED charbroilers is exempt. Ovens or furnaces used in residential units are exempt.*
- Burn-off ovens for auto engine parts
- Waste gas flares

### Equipment That Emits Dust or Other Particulate Matter

- Concrete batch plants
- Asphalt concrete plants
- Rock, sand, and aggregate plants

- Abrasive blasting and sand blasting operations
 

*Note: Water blasting equipment using engines less than 50 HP is exempt.*
- Metal melting furnaces

### Equipment and Processes That Emit Solvents or Other Reactive Organic Compounds

- Drycleaning machines using organic solvents
- Gasoline tanks and dispensing facilities
 

*Note: Diesel tanks and waste oil tanks are exempt. Gasoline tanks less than 250 gallons in capacity are exempt.*
- Contaminated soil or groundwater remediation systems including air stripping towers
- General painting and coating equipment if more than 200 pounds of solvents are emitted in a year (roughly 25 gallons)
- Any painting of automobiles, trucks, or mobile equipment
- Printing operations if more than 200 pounds of solvents are emitted in a year
- Use of adhesives or sealants if more than 200 pounds of solvents are emitted in a year
- Cold degreasers and vapor degreasers
- Cleaning operations if more than 200 pounds of solvents are emitted in a year
- Oil wells and oilfield storage and process tanks
- Other organic liquid storage tanks with a capacity of more than 5,000 gallons

- Semiconductor or electronic component manufacturing
- Expandable polystyrene foam manufacturing

### Equipment and Processes That Emit Air Toxics or May Cause a Nuisance

- Chrome plating operations
- Operations such as spa, bathtub or counter-top manufacturing that use polyester resins
- Wood stripping operations using methylene chloride
- Agricultural produce fumigation chambers using organic gases
- Ethylene oxide sterilizers (used in hospitals or food processing)

### COMMON EQUIPMENT FOR WHICH AN APCD PERMIT TO OPERATE IS NOT REQUIRED IS LISTED BELOW:

- *Heating, ventilation and air conditioning (HVAC) equipment that is not used for air pollution control. The boilers or engines used with HVAC equipment must be evaluated separately using the combustion equipment information listed above.*
- *Vacuum cleaning systems for housekeeping purposes*
- *Refrigeration units not used for air pollution control*
- *Equipment for cutting, grinding or drilling metals or plastics*
- *Equipment for sawing, sanding or drilling wood*
- *Use of nonrefillable aerosol cans*
- *Ozone generating equipment used in water treatment*