**PLEASE DO NOT SEND A COPY OF THE INSTRUCTIONS IN WITH YOUR APPLICATION**

If you have any questions while filling out this form, please contact the Bureau of Air Quality, Air Permitting Division by calling (803) 898-4123. Submit application to (must have original signatures – scanned, copied, electronic, etc. signatures will not be accepted):

**Air Permitting Division Director**

**Bureau of Air Quality**

**2600 Bull Street**

**Columbia, South Carolina, 29201**

The South Carolina Department of Health and Environmental Control may modify the Title V Operating Permit through the minor permit modification process described in S.C. Regulation 61-62.70.7(e). The owner or operator must apply for a minor permit modification in writing by submitting this form.

This form may be used to request several minor permit modifications at the same time. The information provided in this form will describe the types of minor permit modifications being requested, provide the reasons for modification, identify the Title V Operating Permit Applications Forms that need updating, and identify construction permits that are to be incorporated into the Title V Operating Permit.

You may add additional rows in a table by selecting the **“unprotect document”** or **“stop protection”** function. The location and use of this function varies depending on your version of Word. The forms **“protect document”** tool should then be reselected so that you may resume navigating through the forms with the “tab” key.

**Reason for Minor Permit Modification**

1. *The minor permit modification procedure is used for public noticed synthetic minor construction permits that establish "applicable requirements" to be incorporated into a Title V Permit. The minor permit modification procedure cannot be used to incorporate PSD and other Title I modifications.*
2. *Modification to install new emissions units of like kind to units in the current permit. The new emission units will use the same testing, monitoring, record keeping and reporting requirements to demonstrate compliance with applicable standards.*
3. *Modify an emission unit. The modification will not result in new standards and/or limitations. The testing, recordkeeping, monitoring and reporting requirements to demonstrate compliance will remain unchanged.*
4. *Install or modify an emission unit that is not a Title I modification.*
5. *Revise Testing, Monitoring, Recordkeeping or Reporting in a manner that is not required by the Department to be processed as a significant modification.*
6. *Updating Monitoring Ranges in the Title V as an Attachment (Include form D-0304 Operating Ranges)*

**Minor Permit Modification Description**

1. *Date of Change:* Please provide the date upon which this minor permit modification will occur.

2. *Description of the change, the emissions resulting from the change, and any new applicable requirements that will apply if the change occurs:* Provide a description of the modifications being made, how this minor permit modification will change the equipment, process, and/or facility wide emissions, and any new or anticipated changes to applicable requirements.

3. *Explain in detail why this change does not constitute a Title I modification:* Provide an explanation as to why the permit modification does not meet definition of a Title I modification.

4. *In accordance with S. C. Regulation 61-62.70.7(e)(2)(ii)(B), a marked up copy of the permit that clearly indicates the desired changes shall be submitted with this form to show requested modifications. Location in Application:* Identify the attachment or appendix to this application that provides this information.

**Certification of Construction**

This form must be postmarked within 15 days after actual date of initial startup of each new or altered source.

*Construction Permit ID:* Provide the construction permit ID that was assigned by the Bureau of Air Quality for the construction permit that authorized the construction of the equipment, processes, and/or control devices that have been placed into operation.

*Equipment ID / Control Device ID:* Identify all of the equipment and/or control devices as listed in the original construction permit that have been placed into operation. If there are an excessive number of IDs, it is acceptable to list the process ID, versus listing each piece of equipment.

"All Sources" may be designated in this form if all of the equipment and/or control devices, as listed in the original construction permit, have been placed into operation. Otherwise, the form must be filled out and submitted each time any equipment and/or control device, listed in the original construction permit, has been placed into operation

*Equipment / Control Device Description:* Provide a brief description of the equipment and/or control devices as listed in the original construction permit that has been placed into operation. Include the Make and Model if applicable.

*Initial Start-up Date:* Provide the date on which the equipment and/or control devices were placed into operation for any reason; to include inspection and operational testing of equipment.

If a specific NSPS or NESHAP is applicable to the equipment, processes, and/or control devices that have been placed into operation, please refer to the start-up definition listed in the NSPS or NESHAP. In all other circumstances, start-up will be defined as setting a piece of equipment in operation for any reason; to include inspection and operational testing of equipment.

| **SITE IDENTIFICATION** |
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| SC Air Permit Number (8-digits only)      - |
| Facility Site Name *(This should be the name used to identify the facility)* |

| **REASON FOR MINOR PERMIT MODIFICATION**  *(Check the appropriate reason(s) for this request.)* |
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| 1. Incorporation of preconstruction review permit requirements in accordance with S.C. Regulation 61-62.70, Title V Operating Permit Program, Section 70.7(d)(1)(v). The minor permit modification procedure is used for public noticed synthetic minor construction permits that establish "applicable requirements" to be incorporated into a Title V Permit. The minor permit modification procedure can not be used to incorporate PSD and other Title I modifications. |
| 1. Modification to install new emissions units of like kind to units in the current permit. The new emission units will use the same testing, monitoring, record keeping and reporting requirements to demonstrate compliance with applicable standards. |
| 1. Modify an emission unit. The modification will not result in new standards and/or limitation. The testing, recordkeeping, monitoring and reporting requirements to demonstrate compliance will remain unchanged. |
| 1. Install or modify an emission unit that is not a Title I modification. |
| 1. Revise Testing, Monitoring, Recordkeeping or Reporting in a manner that is not required by the Department to be processed as a significant modification. |
| 1. Updating Monitoring Ranges in the Title V as an Attachment (Include form D-0304 Operating Ranges) |

| **MINOR PERMIT MODIFICATION DESCRIPTION** |
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| 1. Date of Change: |
| 1. Description of the change, the emissions resulting from the change, and any new applicable requirements that will apply if the change occurs: |
| 1. Explain in detail why this change does not constitute a Title I modification: |
| 1. In accordance with S.C. Regulation 61-62.70.7(e)(2)(ii)(B), a marked-up copy of the permit that clearly indicates the desired changes shall be submitted with this form to show requested changes. Location in Application: |
| 1. Updated Title V Operating Permit Application forms must be submitted. Which forms are being updated (Check All That Apply)?   Emission Unit, Equipment and Processes (D-2940)  Facility Wide Raw Materials and Products (D-2942)  Facility Wide Emissions (D-2943)  Insignificant Activity Equipment (D-2944)  Regulatory Information (D-2946) |

| **CERTIFICATION OF CONSTRUCTION**  *(This form must be postmarked within 15 days after actual date of initial startup of each new or altered source.)* | | | |
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| The owner or operator or professional engineer in charge of the project shall certify that the construction under application has been completed in accordance with the specifications agreed upon in the construction permit issued by the Department. If construction is not built as specified in the permit application and associated construction permit(s), the owner or operator must submit to the Department a complete description of modifications that are at variance with the documentation of the construction permitting determination prior to commencing operation. | | | |
| **Construction Permit ID** | **Equipment / Control Device ID** | **Equipment / Control Device Description**  **(Include the Make and Model if applicable.)** | **Initial Start-up Date** |
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| **INDIVIDUAL CERTIFYING CONSTRUCTION** | | | | | |
| Title/Position: | | | | | |
| Salutation: Choose | First Name: | | | Last Name: | |
| E-mail Address: | | | Phone No.: | | Cell No.: |
| If PE include: SC License/Registration No. | | | | | |
| **RESPONSIBLE OFFICIAL** | | | | | |
| Title/Position: | | Salutation: | First Name: | | Last Name: |
| Mailing Address: | | | | | |
| City: | | | State: | | Zip Code: |
| E-mail Address: | | | Phone No.: | | Cell No.: |

| **CERTIFICATION OF CONSTRUCTION**  *This signature is only required if this request is to incorporate a construction permit into Title V Operating Permit* | |
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| I certify, to the best of my knowledge and belief, and as a result of periodic observation during construction, the construction has been completed in accordance with the specifications agreed upon in the construction permit(s) issued by the Department. I understand that any statements and/or descriptions, which are found to be incorrect, may result in the immediate revocation of any permit issued. | |
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| Signature of Individual Certifying Construction | Date |

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| **RESPONSIBLE OFFICIAL SIGNATURE**  *This signature is required for all Minor Permit Modification Requests* | |
| I certify, to the best of my knowledge and belief, that no applicable standards and/or regulations will be contravened or violated. I certify that any application form, report, or compliance certification submitted in this permit application is true, accurate, and complete based on information and belief formed after reasonable inquiry. I understand that any statements and/or descriptions which are found to be incorrect may result in the immediate revocation of any permit issued for this application. | |
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| Signature of Responsible Official | Date |