



Application for a Permit to Operate an Industrial Source, Incinerator or Fuel-Burning Equipment

**Pursuant to section 4 of the *Environmental Protection Act* Air
Quality Regulations**

Personal information on this form is collected under Section 31(c) of the *Environmental Protection Act*, Air Quality Regulations, as it relates directly to and is necessary for an application for a Permit to Operate an Industrial Source, Incinerator or Fuel-Burning Equipment. If you have any questions about this collection of personal information, you may contact the Department at 11 Kent Street, PO Box 2000, Charlottetown, PE C1A 7N8, (902-368-5830).

INSTRUCTIONS

All sections should be completed clearly and in as much detail as possible. Section 1 must be completed for all applications. Sections 2, 3 and 4 can be omitted for renewals if the information is the same as the previous application. Only applications for incinerators have to complete Section 4.

Section 1 – Facility Information			
A. Company Information			
Name of Company:			
Contact Person:			
Company Mailing Address:			
Property Location:	Property Tax No.:		
Email:	Postal Code:		
Work Phone:	Cell:	Fax:	
B. Type of Facility/Application			
Type:	<input type="checkbox"/> Vaporizing Unit	<input type="checkbox"/> Incinerator	<input type="checkbox"/> Fuel-Burning Equipment
Application Type	<input type="checkbox"/> New Operation	<input type="checkbox"/> Existing Operation	<input type="checkbox"/> Alteration to an Existing Operation
C. Declaration by Applicant			
Applicant Name:	Title/Position:		
Signature:	Date		

Section 2 – Site Information (please attach a separate sheet)

- (1) A map or maps of the area within 500 metres of the land on which the undertaking is located or is proposed to be located showing
 - (a) the topography of the area, including land contours;
 - (b) the locations and description of buildings in the area;
 - (c) the property boundaries; and
 - (d) the land use of the area.
- (2) A plan of the site on which the industrial source, incinerator or fuel-burning equipment is located showing
 - (a) the exact or proposed location of the processing, manufacturing, fuel-burning, drying, storage, or other equipment;
 - (b) the points or areas of emission of all contaminants and their proposed elevation;
 - (c) the location and description, including dimensions, of all buildings on the site; and
 - (d) the location of all air contaminant control equipment;

Section 3 – Emissions Information (please attach a separate sheet)

- (3) Specific information with respect to the industrial source, incinerator or fuel-burning equipment including
 - (a) an overall description of the process, the expected production capacity, the maximum design production capacity and the hours of operation on a daily as well as an annual basis;
 - (b) a detailed description of the fuel-burning, manufacturing, drying or other sub-processes which directly result in the emission of air contaminants;
 - (c) a description and the amounts of raw materials, chemicals or other processing materials that are used;
 - (d) the size and capacity of the major pieces of processing equipment;
 - (e) the size, capacity, and design efficiency and description of the air contaminant control equipment;
 - (f) the expected operational availability and the normal or expected preventive maintenance requirements for the air contaminant control equipment;
 - (g) an overall flow diagram showing all major process equipment and expected flow rates, temperatures, pressures or other process operating variables which are relevant to the emission of air contaminants;
 - (h) the composition, volumetric flow rate, velocity and temperature of every discharge to the air under normal and maximum production conditions;
 - (i) the mass rate of release into the ambient air of all air contaminants on a daily as well as an annual basis, under normal and maximum production conditions;
 - (j) information as to whether the composition of any discharge to the air or the release rate of any air contaminant will vary under different production rates, during start up, shut down or upset conditions;
 - (k) the calculated ground level concentration at the source property boundary of all air contaminants released under normal and maximum production conditions;

- (l) a description of the procedures that will be followed to prevent or minimize the discharge of air contaminants in the event of a power failure, a malfunction of the air contaminant control equipment or a processing equipment failure;
- (m) the proposed method and frequency of measuring air contaminant emission rates, including the procedures to be used;
- (n) the proposed method and frequency of ambient air monitoring including the equipment, the analytical procedures to be used and the location of ambient air monitoring systems; and
- (o) a materials balance which includes the following items:
 - (i) raw materials, chemicals and any other processing materials,
 - (ii) finished products and by-products, and
 - (iii) contaminants emitted respectively to air, land and water.

Section 4 – Incinerator Information (please attach a separate sheet)

- (4) Specific information about an incinerator including:
 - (a) the type of undertaking to be served by the incinerator;
 - (b) the type and quantity of materials to be incinerated on a daily and annual basis;
 - (c) the intended manner and frequency of operation of the incinerator;
 - (d) specification as to
 - (i) then size and capacity of the incinerator,
 - (ii) the method of charging the material into the incinerator,
 - (iii) the type and size of gate or hearth,
 - (iv) the maximum operating temperature,
 - (v) the provisions made for supplying fresh air for combustion,
 - (vi) the retention time of gases in the combustion chambers,
 - (vii) the air pollution control equipment
 - (viii) the stack dimensions;
 - (e) plans and specification for the proposed incinerator

Completed applications, accompanied by the appropriate fee, can be submitted to:

Department of Environment, Water and Climate Change
 Water and Air Monitoring Section
 11 Kent Street, PO Box 2000
 Charlottetown, PEI C1A 7N8
 Phone: (902) 368-5014
 Fax: (902) 368-5830
 E-mail: seledgerwood@gov.pe.ca