



State of Vermont
PERMIT AND LICENSE INFORMATION

**AIR POLLUTION CONTROL ANNUAL REGISTRATION:
 STATIONARY SOURCES**

SUMMARY DESCRIPTION OF PERMIT	The primary objective of the annual registration program is to collect information related to the operation of stationary sources and their emissions on a yearly basis.
EXAMPLE OF REGULATED ACTIVITY	Projects that are classified as a stationary source of air contaminants. These include, but are not limited to: industrial processes (furniture manufacturing, coating operations, plywood and veneer manufacturing, concrete batching, hot mix asphalt production); fuel burning equipment (space heating, power utilities, and incinerators) and; mineral processing operations (rock crushing and/or screening operations).
CRITERIA FOR JURISDICTION	Each operator of a source which emits five tons or more of any and all air contaminants per year shall register the source with the Secretary, and shall renew such registration annually. In addition, each operator of a source type listed in 5-802(2) (surface coating with chrome or nickel, concrete batch plants, crematories, dry cleaners, electric utility power plants, bulk gasoline plants and terminals, halogenated solvent cleaning operations, hot mix asphalt plants, animal feed mills, crushing plants, and ethylene oxide sterilizers) shall also register with the Secretary annually regardless of whether the source emits less than five tons of any and all air contaminants. All sources required to register must also pay an annual fee. The includes a base fee and as applicable supplemental fees based on the type and quantity of emissions, and the type and amount of fuels burned by the stationary source.
INFORMATION REQUIRED	Information regarding annual production, raw product usage, fuel consumption operational characteristics, and stack parameters; descriptions of processes and equipment specifications; and optionally, quantification of pollutant emissions.
WEB ADDRESS	http://dec.vermont.gov/air-quality/point-source-registration
FEES	The revised fees that are applicable to the upcoming registration cycle can be found on at the following link: http://dec.vermont.gov/air-quality/permits/permit-fees
ANNUAL REPORTS DUE	On or before February 1 of each year, the operator of the source must submit operational and emission data for the preceding calendar year. On or before May 15 of each year, the operator of the source from which a registration fee is due must submit the registration fee.

**ADMINISTERING
AGENCY**

**AGENCY OF NATURAL RESOURCES
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
AIR QUALITY AND CLIMATE DIVISION**

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AUTHORITY

3 V.S.A. Section 2822

**APPLICABLE
RULES**

See Subchapter VIII of the *Vermont Air Pollution Control Regulations*.

**APPEAL
PROCESS**

5-803(3) - Any *operator* may request reconsideration of a fee determination within 30 calendar days of receiving notice of such determination. Such request shall be in writing addressed to the *Air Pollution Control Officer* and shall include the operator's own calculation of the fee due along with all supporting documentation. Within 20 calendar days of receipt of such timely written request, the *Air Pollution Control Officer* shall notify the *operator* of the decision.

5-803(4) Any *operator* who chooses to contest the decision of the *Air Pollution Control Officer* described in the preceding subsection may, within 15 calendar days after receipt of such decision, request an administrative conference of the Commissioner of Environmental Conservation. Said conference shall be held as soon as reasonably possible, shall be informal in nature and shall serve as an opportunity for the operator to contest the decision of the *Air Pollution Control Officer* to the Commissioner by presenting *emissions* data and any other relevant information to the Commissioner or his or her representative. Such administrative conference shall not be considered a "contested case" as defined by 3 V.S.A. Ch. 25. The Commissioner shall notify the *operator* of the decision within 30 days of the administrative conference. Should the Commissioner's decision be wholly or partially adverse to the *operator*, such notice shall include an explanation of the grounds for the decision.