



EMISSION POINT FORM

All fields are required unless otherwise noted. Please type or print.

Mail to: BAAQMD Engineering Division, 1015 Market Street, San Francisco, CA 94101, Tel: (415) 749-4990

Submittal type: (Select one)

New emission point (EP)

Existing EP on permit

Existing EP not on permit

1. Facility Information

Table with 2 columns: Facility Name, BAAQMD Facility ID (Existing facilities only)

2. General Information

Form for general information including BAAQMD Device ID, Device/Operation Name, and Description.

3. Emission Point Type

Select one:

Defined Emission Point (e.g., Stack)

Emission Area

Emission Volume

4. Defined Emission Point Characteristics – Skip for Emission Area or Volume emission points types

Does the defined emission point stand alone or is it located on the roof of a building?

Stand-alone

On the roof

What is the distance from ground-level to the top stack?

Table for height measurement with columns: Height, Units (Feet or Meters)

Stack shape: (Complete one of the sections; Rectangle/square, Round or Other)

Table for Rectangle/Square stack shape with columns: Inside Length, Inside width, Units

Table for Round stack shape with columns: Inside Diameter, Units

Table for Other stack shape with columns: Cross-section area, Units, Describe "other" orifice

Stack Outlet Orientation (Select one. Describe if "Other")

Horizontal Vertical Other

Stack Outlet type (Select one. Describe if "Other")

Open Hinged rain flap Rain cap Other



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Normal operating conditions (Use 70 °F for ambient or room temperature)

Table with 4 columns: Exhaust flow rate, Units (acfm or m³/s), Temperature, Units (°F or °C)

Maximum operating conditions (Use 70 °F for ambient or room temperature)

Table with 4 columns: Exhaust flow rate, Units (acfm or m³/s), Temperature, Units (°F or °C)

5. Emission Area Characteristics - Skip for Defined or Emission Volume emission points types

What are the dimensions of the area that emissions are release to the atmosphere?

Table with 4 columns: Length, Width, Elevation above ground, Units (inches, feet, centimeters or meters)

6. Emission Volume Characteristics - Skip for Defined or Emission Area emission points types

Where are the emissions generated?

From inside a building From the outside

If inside a building, does the building have a ventilation system that is vented to the atmosphere?

Yes No

If inside a building, are the building doors and windows kept open when emissions are generated (operation of the devices and equipment)?

Yes No

7. Upstream Devices & Operations – Provide information on the origin of the emissions for the EP.

List all devices whose emissions are emitted to the atmosphere through this EP that are immediately upstream.

Table with 2 columns: Device/Operation Name, BAAQMD Device ID (if applicable)

8. Certification/Signature of person responsible for the information on this form.

This form contains confidential information. No Yes (If Yes, see instructions.)

I hereby certify that I am authorized to complete this form for the facility and that all information contained herein is true and correct.

Table with 3 columns: Name, Title, Signature, Date, Phone (xxx-xxx-xxxx)



## Instructions: Emission Point Form

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**Introduction** Use the following instructions to help guide you through the *Emission Point (EP) form*.

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**Who should use this form?** Although all devices, equipment and operations that emit air pollution have an EP of some type, BAAQMD does not require this form in all cases. Currently, EP information is required when emissions must be modeled. Submit this form for each EP contained in your permit application, if your permit application requires one of the following:

- A health risk screening analysis
- An abatement device
- Emissions modeling if your project requires evaluation under California Environmental Quality Act (CEQA) or Prevention of Significant Deterioration (PSD) evaluation.

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**Common Permit Applications that Require EP Form** Permit applications that commonly require an EP form are:

- New gas dispensing facilities (GDFs) or those requesting a throughput increase
- Diesel engines
- Abatement devices

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**Special Notes for Gas Dispensing Facilities** Here are special instructions for GDFs:

- GDFs typically do not have abatement devices.
- GDFs typically do not require CEQA or PSD analysis.
- GDFs have volume emission points with emission generated from the outside.
- The upstream device for the emission point is typically the GDF.

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**Submittal type**

**New EP** – This means an emission point that currently does not exist. The EP would not exist unless the device/operation associated with this EP is not constructed/operated.

**Existing EP on permit** – This means an existing emission point that is already listed on your BAAQMD permit.

**Existing EP not on permit** - This means an existing emission point that is not listed on your BAAQMD permit.

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**Facility Information** **BAAQMD Facility ID** - If you are an existing facility, fill out this field so that BAAQMD can associate your changes to your facility. The facility ID is available on your permit or invoice issued by BAAQMD.

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**General Information** **BAAQMD Device ID** – For an existing permitted EP, your emission point device ID is available on your permit. EPs are identified with “P-“ followed by a number.

**Device/Operation Name** – This is the name you associate to the EP.

**Initial/proposed date of operation** – For new construction, enter the date that you propose will be the initial date of operation. For a modification of an EP, enter the date



that you propose the changes to occur. For an existing EP where there is no physical change, enter date the EP was initially operated (approximate if exact date is unknown).

**Device or Operation Description** – This is your description of the device or operation. This field can be used to distinguish it with other similar devices (e.g. ID numbers, location), make, model and other similar information.

**Emission Point Type**

**Defined Emission Point** – A device or operation has defined emission point when the emissions are released through a well-defined orifice such as vent pipes, stacks or exhaust ducts.

**Emission Area** – A device or operation has an emission area when fugitive emissions are not captured by a collection system nor directly emitted through a defined emission point nor directed by another restriction such as an emission volume. Examples of operations that have emission areas are landfills, quarries.

**Emission Volume** – A device or operation has an emission area when fugitive emissions are not captured by a collection system nor directly emitted through a defined emission point, but can be directed by some other restriction such as a building, defined space or canopy. Examples of volume sources are coating operations within buildings, dry cleaners and gasoline dispensing facilities.

**Defined Emission Point Characteristics**

The height is the distance from ground-level to the outlet of the EP. For example,

| If the stack is located... | The height is...  |
|----------------------------|---|
| On the ground              | The distance between the ground to end of the stack outlet.     |
| On top of a roof           | The height of the building <u>plus</u> the height of the stack. |

**Emission Area Characteristics**

Typical devices or operations that have area EPs are:

- Landfills
- Wastewater treatment
- Quarries

**Emission Volume Characteristics**

Typical devices or operations that have volume EPs are:

- GDFs
- Emissions that are typically vented through open doorways

**Upstream Devices & Operations**

Emissions are routed to the EP from other devices/operations. Enter the devices/operations, that are immediately upstream (that immediately feed into the EP).

**Still need help?**

Call the Engineering Division at (415) 749-4990.