

Instructions: Emission Point / Area / Volume Form

Introduction

Use the following instructions to help guide you through the **Emission Point / Area / Volume Form**.

Who should use this form?

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

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

Facility Information

- **Air District Facility ID** – The facility ID number is available on any permit or invoice issued by the Air District. This can be found in the upper right of the permit or the invoice.
 - If this application is for a new facility (not currently permitted by the Air District), you must also submit **Facility Creation Form** and **Facility Contacts Form**.

General Device Information

- **Air District Device ID** – For existing facilities, the device ID number can be found on the Permit to Operate to the left of the device name (for example: **P1** Emission Point 1).
- **Device/Operation Name** – This is the name you associate with this emission object.
- **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 existing permitted operation, enter the date that you propose the changes to occur.
 - For an existing operation that is not currently permitted by the Air District, enter the date for which the emission object initially operated.
- **Device/Operation Description** – This is your description of the device or operation. This field can be used to distinguish it from other similar devices (e.g. ID numbers, location, make, model, etc.)

Emission Object Type

- **Emission Point** – A device or operation has a defined emission point when they 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 like an emission volume is. Examples of operations that have emission areas are landfills, wastewater treatment operations, and quarries.
- **Emission Volume** – A device or operation has an emission volume 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 operations that have emission volume are coating operations within buildings, dry cleaners, and gasoline dispensing facilities with canopies.

Special Instructions for Gas Dispensing Facilities (GDFs)

Submit this form along with an HRA form when applying for a new GDF permit or when applying for an annual throughput increase for existing GDFs.

- GDFs have both an Emission Point (the tank vent) and Emission Volume that is generated from the outside. Fill out both Part A and Part C of this form.
- For section 3, the upstream source for the emission point is the GDF. Include the Air District Device ID if it is an existing GDF. The abatement device portion can be left blank.

Emission Point

The height of the emission point is the distance from ground-level to the outlet of the emission point. If the stack is located on top of a roof, provide the height building plus the height of the stack.

Equipment Monitor Information

If any equipment monitors are linked to this emission object, you will need to select a monitor type from the ones listed under section 4 (Continuous Emission Monitor, Ground Level Monitor, or Parametric Monitor), as well as the monitor parameter type. A list of monitor parameter types is below:

Ammonia (NH3)	Gauge Pressure	Oxygen (O2)	Total Sulfur
BTU	Hydrogen Sulfide (H2S)	Particulates	VOC
Carbon Dioxide (CO2)	Lead	Steam	Water (H2O)
Carbon Monoxide (CO)	Mercury	Sulfur Dioxide (SO2)	Wind Direction
Firing Rate/O2	Nitrogen Oxides (NOX)	TRS	Wind Speed
Flow Rate	Opacity	Temperature	Other
Flue Flow Rate	Organic Gases		

Submission Information

All applications can be submitted through our Online Permitting System, by e-mail, or by mail:

- Online Permitting System: <https://www.baaqmd.gov/onlinepermitting>
- E-mail: permits@baaqmd.gov
- Mail: Bay Area Air District, Engineering Division, 375 Beale Street, Suite 600, San Francisco, CA 94105

Still need help?

Contact the Engineering Division: (415) 749-4990 | permits@baaqmd.gov

EMISSION POINT / AREA / VOLUME FORM



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

1. Facility Information

Facility Name	Air District Facility ID (Existing facilities only)
Facility Address (Street address and city)	

2. General Device Information

Air District Device ID (If applicable)	
Device/Operation Name	Initial/Proposed Date of Operation
Device/Operation Description	

3. Emission Train Information

With regard to emission flow, what sources and/or abatement devices are *immediately* upstream of this object?

Sources: S- _____ S- _____ S- _____ Abatement Devices: A- _____ A- _____ A- _____

4. Emission Object Type – Select one emission object type and complete the corresponding section below

- ☐ Part A – Emission Point (well defined emission points such as vent pipes, stacks, or exhaust ducts)
- ☐ Part B – Emission Area (fugitive emissions NOT captured by a collection system nor directly emitted through a stack/pipe and NOT released in a defined space, such as landfills and quarries)
- ☐ Part C – Emission Volume (fugitive emissions NOT captured by a collection system nor directly emitted through a stack/pipe and released within a building/other defined space, such as dry cleaners and gas station canopies)

Part A – Emission Point

Does the stack (or exhaust pipe) stand alone or is it located on the roof of a building? ☐ Stand alone ☐ On the roof

What is the height from ground-level to the top of the stack/exhaust pipe? (in feet or meters) _____

Select one stack shape and provide the requested additional information:

☐ Rectangle / Square	Inside Width	Inside Length	Units (cm, ft, or in)
☐ Round	Inside Diameter	Units (cm, ft, or in)	
☐ Other	Cross-sectional Area	Units (cm ² , ft ² , or in ²)	

Direction of the exhaust: ☐ Horizontal ☐ Vertical ☐ Other: _____

Stack outlet type: ☐ Open / Hinged Rain Flap ☐ Rain Cap

Normal Operating Conditions (Use 70°F for ambient or room temperature)

Exhaust Flow Rate	Units (acfm or m ³ /s)	Temperature	Units (°F or °C)	Percent Water Vapor
				Vol %

Maximum Operating Conditions (Use 70°F for ambient or room temperature)

Exhaust Flow Rate	Units (acfm or m ³ /s)	Temperature	Units (°F or °C)	Percent Water Vapor
				Vol %

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

Part B – Emission Area

Emission Source Dimensions

Length	Width	Units (cm, ft, in, or m)	Elevation Above Ground	Units (ft or m)

Part C – Emission Volume

Where are the emissions generated? ☐ From inside a building ☐ From the outside

If inside, does the building have a ventilation system that is vented to the outside? ☐ Yes ☐ No

If inside, are the building's doors and windows kept open during hours of operation? ☐ Yes ☐ No

5. Equipment Monitor Information

If any equipment monitors are linked to this emission object, provide the information below.

- If more than 3 equipment monitors are linked, submit the additional information on a separate sheet of paper.
- See the instructions for a list of monitor parameter types.

Equipment Monitor #1	☐ Continuous Emission Monitor (CEM)	☐ Ground Level Monitor (GLM)	☐ Parametric Monitor
	Monitor Parameter Type:		
Equipment Monitor #2	☐ Continuous Emission Monitor (CEM)	☐ Ground Level Monitor (GLM)	☐ Parametric Monitor
	Monitor Parameter Type:		
Equipment Monitor #3	☐ Continuous Emission Monitor (CEM)	☐ Ground Level Monitor (GLM)	☐ Parametric Monitor
	Monitor Parameter Type:		

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

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

Name	Title	
Signature	Date	Phone (xxx-xxx-xxxx)