Spokane Regional Clean Air Agency INFO

Obtaining a Notice of Construction (NOC) Approval

Spokane Regional Clean Air Agency (SRCAA) Regulation I, Article V, requires the owner/operator of an air contaminant source to file an application for a Notice of Construction (NOC) approval prior to constructing, installing, establishing, replacing and/or modifying air contaminant sources, emissions units or air pollution control equipment in Spokane County. If approved, SRCAA issues an Order of Approval that is valid for the life of the equipment at a specific location, and can be issued for single piece of equipment or for an entire facility. The NOC program is required under federal, state and local regulations as a control strategy to meet the health-based National Ambient Air Quality Standards and to control toxic air pollutants.

How much will the NOC cost?

The NOC fee has two parts: 1) a base fee that must be submitted with the NOC application, which covers specific review hours (see table below); and 2) additional fees, if applicable, that are invoiced when the review is complete (e.g. hours exceeding those covered in the base fee, SEPA review fee).

What information must be submitted?

If your project will require an NOC you will need to submit an application. Application documents for various types of sources can be found at spokanecleanair.org. In addition to the information in the application, the following information is required for your application to be considered complete:

Detailed schematics of the equipment and layout, including but not limited to:

- source dimension(s), including stack height(s) and diameter (if applicable)
- building(s) dimensions, including height(s) that are within 200 feet of your source
- property lines

Emissions information, including but not limited to:

- manufacturer emissions rates
- emissions guarantees
- representative source tests (including operational data)
- information on any proposed control equipment/ control strategies for your source
- the base fee for the project
- SEPA Checklist, if applicable (see next section to determine if applicable)

SRCAA may require additional information to demonstrate that the proposed source will meet regulatory requirements.

NOC Permit Process Overview*

1. A NOC must be approved prior to constructing, installing, replacing or modifying an air contaminant source and/or air pollution control equipment.
2. Call SRCAA, 509-477-4727 to speak with an engineer about your project.
3. Complete a NOC application form and SEPA checklist (if required, details on back). Forms for various types of sources are at https://spokanecleanair.org/for-business/business-forms-resources/. Submit completed forms and NOC base fee to SRCAA for review.
4. An engineer will review the NOC application and send draft approval to applicant for review.
5. When the NOC application is approved, the applicant will be mailed the NOC permit/Conditions of Approval, and if applicable a final invoice for additional review hours not covered in the base fee, and a SEPA review fee.
6. Call SRCAA at (509) 477-4727 when installation is completed and ready for inspection.

*This is a simplified overview of the process. Read this entire document and call if you have questions.

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How long is the application review and approval process and what is involved?

The NOC process can take 90 days or more, though most can be processed in 40-60 days after receipt of the complete application, depending on complexity.

Public involvement rules require a 15-day public notice/ comment period for all NOC applications received. These are posted SRCAA's webpage. A 30-day public comment period may be required in some circumstances.

For projects required to go through SEPA (see next header) the SEPA comment period may be held concurrent with public notice and comment periods required by SRCAA. SRCAA may not make a final determination on the NOC application until the public involvement and SEPA requirements have been met.

NOC applications are reviewed to ensure the source meets all applicable local, state and federal air pollution regulations Once the application has been determined to be complete, SRCAA has 60 days to make a final determination.

After review, SRCAA sends a preliminary NOC letter detailing the Conditions of Approval and a deadline to contact the agency with any questions or comments. After the deadline for input has passed, SRCAA issues a final NOC / Conditions of Approval. Requested changes after the final permit has been issued may incur an additional fee.

When installation is complete, SRCAA must be notified that the equipment is ready and schedule an initial compliance inspection. Construction or installation must commence within 18 months of the permit approval date, unless an extension is granted.

Do I need to submit a SEPA Checklist?

The State Environmental Policy Act (SEPA) requires that an environmental determination be made any time certain types of permits are issued. This includes NOCs issued by SRCAA.

If no other permitting authority for your project has required that a SEPA checklist be submitted as part of an application, SRCAA will require the submittal of a checklist as part of your NOC application. Copies of the blank checklist can be found at spokanecleanair.org/business/permitting.

Please remember to fill out the whole checklist. Many times, "not applicable" is an appropriate answer. The applicant should review all documents for previous projects at the site as SRCAA may be able to issue an addendum to an existing SEPA determination. If no previous determination can be found for your site and no other permitting agency issues a determination for your project SRCAA will review the submitted checklist.

If SRCAA determines there are no discernable impacts from your project, SRCAA will issue a Determination of Nonsignificance (DNS) for your project. If SRCAA issues a DNS, a SEPA fee ($500) will be invoiced when your NOC is issued.

It should be noted that as part of issuance of a DNS, a 14-day public notice in the legal section of a local paper may be required and is paid by the applicant. Your SRCAA permitting engineer will notify you if this is a necessary step.

Common Equipment Examples (full list is online or call SRCAA)	Class	Base fee/number of review hours covered*
Boilers <100 MMbtu/hr	III	$5,262 / 38 hrs
Boilers >100 MMbtu/hr	IV	$11,553 / 83 hrs
Emergency Generators	III	$5,262 / 38 hrs
Gasoline dispensing ≤ 1.9 million gallons/year throughput	II	$3,210 / 23 hrs
Gasoline dispensing > 1.9 million gallons/year throughput	III	$5,262 / 38 hrs
Material handling (baghouses, dust collectors, etc) >1,000 and ≤ 10,000 acfm to the ambient air	II	$3,210 / 23 hrs
Material handling (e.g. baghouses, dust collectors, etc) >10,000 acfm to the ambient air	III	$5,262 / 38 hrs
Spray booth / surface coating operation that exhausts ≤ 10,000 acfm to the ambient air	II	$3,210 / 23 hrs
Stationary Combustion Engine ≥100 bhp	III	$5,262 / 38 hrs
Spray booth, surface coating operations >10,000 acfm to the ambient air	III	$5,262 / 38 hrs

**If additional hours are needed, beyond the hours covered by the base fee, the applicant will be notified and additional hours billed at $140/hour.*

For more information about NOC applications or to inquire if a one is necessary for your project, call SRCAA at (509) 477-4727.

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