



## Initial Permit Application for Farms

<b>1. PERMIT TO BE ISSUED TO</b> (exactly as it should appear on your Permit)		
<b>2. MAILING ADDRESS</b>		
STREET/P.O. BOX: _____		
CITY: _____ STATE: _____ ZIP CODE: _____		
<b>3. LOCATION OF THE OPERATION</b>		
<b>4. DATE OF INITIAL OPERATION:</b> _____		
<b>5. HAVE YOU EVER APPLIED FOR AN ATC PTO OR CMP PLAN IN THE PAST?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, ATC/PTO/CMP#: _____	<b>6. HAVE ALL NECESSARY LAND-USE AUTHORIZATIONS BEEN OBTAINED?</b> (If "No" is checked, please attach explanation) <input type="checkbox"/> YES <input type="checkbox"/> NO If "Yes" is checked, please attach copies of all land-use authorization)	<b>8. CHECK WHETHER YOU ARE A PARTICIPANT IN EITHER OF THESE VOLUNTARY PROGRAMS:</b>  "Healthy Air Living (HAL)" <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Send info  "INSPECT" <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Send info
<b>7. IS THIS APPLICATION SUBMITTED AS THE RESULT OF EITHER A NOTICE OF VIOLATION OR A NOTICE TO COMPLY?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, NOV/NTC #: _____	  	
<b>COMPLIANCE CERTIFICATION</b>		
Based on information and belief formed after reasonable inquiry, I, the responsible official, certify that all information and statements in the submitted application package, including all accompanying reports, and required certifications are true, accurate, and complete.		
<b>9. NAME OF APPLICANT</b> (if subject to Federal permits you must be the Responsible Official, see definition in the instructions)	<b>TITLE OF APPLICANT</b>	
<b>10. SIGNATURE OF APPLICANT</b> (sign in ink)	<b>DATE</b>	<b>CONTACT INFORMATION</b>
		PHONE# (    ) _____ FAX#: (    ) _____ EMAIL: _____

**FOR DISTRICT USE ONLY:**

DATE STAMP	FILING FEE RECEIVED: \$ _____ CHECK #: _____  DATE PAID: _____  PROJECT #: _____ FACILITY ID: _____
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**APPLICATION FOR  
INITIAL PERMIT FOR FARMS**

**-INSTRUCTIONS-**

**This form should be filled out for all agricultural farms including all crops and Confined Animal Feeding Operations (CAFOs) such as dairies, beef lot cattle ranches, chicken ranches, turkey ranches, swine operations, etc.**

- Line 1.** Indicate the name of the business exactly as it should appear on the permit.
- Line 2.** List the mailing address where correspondence regarding the application and billing for the annual permit fee may be sent. Please include your nine-digit zip code.
- Line 3.** List the physical location where the emissions unit(s) will be operated. If a street address is not applicable, provide the United States Geological Survey (USGS) quarter-section, township, and range or the Universal Transverse Mercator (UTM) coordinates.
- Line 4:** State the date you first started operating your facility. For example, for a dairy, the date would be the first time the dairy started milking their cows.
- Line 5.** Indicate whether you have ever applied for an Authority to Construct (ATC), Permit to Operate (PTO) or a Conservation Management Practices Plan (CMPP) for any facility within the geographic boundary of the SJVAPCD in the past. If yes, list the ATC, PTO or CMP Plan number(s).
- Line 6.** Indicate whether operation of the proposed emissions unit(s) at the location identified in Line 3 is consistent with your current land-use authorizations associated with the site location. If unsure about applicable zoning laws or whether conditional use permits or a California Environmental Quality Act (CEQA) review are required, please contact the applicable city or county planning department before answering this question. If "Yes" is checked, please attach copies of all land-use authorizations.
- Line 7.** Indicate whether this application is being submitted as the result of a Notice of Violation (NOV) or a Notice to Comply (NTC) from the Air Pollution Control District. If so, include the NOV/NTC number.
- Line 8.** This section is optional. Please check whether your organization is a Healthy Air Living (HAL) participant or an INSPECT participant. For more information on either of these programs, please check the appropriate box, or call the District at the number listed on the last page of these instructions.
- Line 9.** Type or print the name and Title of the applicant. The applicant must be an officer of the business who will be responsible for complying with all conditions of the permit.
- Line 10.** Sign and date the application in ink. Also type or print daytime telephone number, FAX number, and e-mail address of the applicant.

**Information about the Responsible Official (for farms subject to Federal permits):**

**For a corporation,** the responsible official shall be a president, secretary, treasurer, or vice president in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation. The responsible official may be a duly authorized representative rather than any of the above if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit; and

1. The facilities employ more than 250 persons or have gross annual sales or expenditures exceeding \$25 million in 1980 dollars; or
2. The District has approved a petition from the original responsible person to delegate authority.

**For a partnership or sole proprietorship,** the responsible official is a general partner or the proprietor, respectively.

**Application Fees:** An application filing fee of **\$65 for each emission unit** (e.g., each irrigation pump engine, milk parlor, cow housing, liquid manure handling/land application, solid manure handling, feed storage and handling, gasoline tank(s), etc.) is required. Emissions units subject to permits are also subject to annual renewal fees based upon the fee schedule in District Rule 3020. For major source farms subject to Federal Title V permits, an evaluation fee based on District staff hours expended is required under Section 3.2 of District Rule 3010. Any Federal Title V application fees will be billed on a quarterly basis during the processing of the application.

Applications may be submitted either by mail or in person at any of the following locations. The District is pleased to provide businesses with assistance in all aspects of the permitting process. Any business is welcome to call the **Small Business Assistance (SBA) Hotline** or to visit the SBA Office located in each of the regional offices. No appointment is necessary. For more information, please call the SBA Hotline serving the county in which your business is located.

**Northern Region Office**  
(Serving San Joaquin, Stanislaus,  
and Merced Counties):

4800 Enterprise Way  
Modesto, California 95356-8718  
(209) 557-6400  
FAX: (209) 557-6475  
**SBA Hotline: (209) 557-6446**

**Central Region Office**  
(Serving Madera, Fresno, and  
Kings Counties):

1990 E. Gettysburg Avenue  
Fresno, California 93726-0244  
(559) 230-5900  
FAX: (559) 230-6061  
**SBA Hotline: (559) 230-5888**

**Southern Region Office**  
(Serving Tulare and Kern Counties):

34946 Flyover Court  
Bakersfield, California 93308  
(661) 392-5500  
FAX: (661) 392-5585  
**SBA Hotline: (661) 392-5665**