



ARD-1 FORM GENERAL FACILITY INFORMATION



Air Resources Division/Permitting and Environmental Health Bureau

RSA/Rule: RSA 125-C:12 and Env-A 1700

This ARD-1 General Facility Information form shall be submitted with every application for an air permit,
except for a Permit by Notification (PBN).

1. TYPE OF FACILITY¹			
<input type="checkbox"/> Title V <input type="checkbox"/> Non-Title V <input type="checkbox"/> Unknown			
2. TYPE OF PERMIT²			
<input type="checkbox"/> Temporary Permit (Construction) <input type="checkbox"/> State Permit to Operate <input type="checkbox"/> Title V Operating Permit <input type="checkbox"/> General State Permit <input type="checkbox"/> Limitation on Potential to Emit (Env-A 625)			
3. TYPE OF APPLICATION³			
<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Modification <input type="checkbox"/> Administrative Amendment			
4. FACILITY INFORMATION			
FACILITY NAME ⁴ :		AFS NUMBER ⁵ :	
PHYSICAL ADDRESS:			
TOWN/CITY:		STATE:	ZIP:
GOVERNMENT FACILITY CODE ⁶ :			
5. BUSINESS INFORMATION AS REGISTERED WITH SECRETARY OF STATE (If applicable)			
REGISTERED NAME:			
REGISTERED ADDRESS:			
TOWN/CITY:		STATE:	ZIP:
6. PARENT CORPORATION INFORMATION (If applicable)			
PARENT CORPORATION NAME:			
MAILING ADDRESS:			
TOWN/CITY:		STATE:	ZIP:
7. MAJOR ACTIVITY OR PRODUCT DESCRIPTION			
List all activities performed at this facility and provide SIC and/or NAICS Code(s).			
SIC Code	Activity Description	NAICS Code	Activity Description

At a minimum, please provide contact information below for Responsible Official, Prepared Application, Technical, and Invoicing contacts. Make as many copies of this page as necessary in order to include all contacts that you wish to associate with the application. Multiple people can be assigned one role; multiple roles can be assigned to one person.

8. RESPONSIBLE OFFICIAL INFORMATION		
RESPONSIBLE OFFICIAL NAME ⁷ :		
TITLE:		
COMPANY NAME:		
MAILING ADDRESS:		
TOWN/CITY:	STATE:	ZIP:
EMAIL ADDRESS:		
TELEPHONE NUMBER:	EXTENSION:	
FAX NUMBER:		
ROLES: <input type="checkbox"/> Responsible Official <input type="checkbox"/> Technical <input type="checkbox"/> Invoicing <input type="checkbox"/> Legal <input type="checkbox"/> Emissions <input type="checkbox"/> Prepared Application <input type="checkbox"/> Corporate <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Consultant		
9. ADDITIONAL CONTACT INFORMATION		
CONTACT NAME:		
TITLE:		
COMPANY NAME:		
MAILING ADDRESS:		
TOWN/CITY:	STATE:	ZIP:
EMAIL ADDRESS:		
TELEPHONE NUMBER:	EXTENSION:	
FAX NUMBER:		
ROLES: <input type="checkbox"/> Responsible Official <input type="checkbox"/> Technical <input type="checkbox"/> Invoicing <input type="checkbox"/> Legal <input type="checkbox"/> Emissions <input type="checkbox"/> Prepared Application <input type="checkbox"/> Corporate <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Consultant		
10. ADDITIONAL CONTACT INFORMATION		
CONTACT NAME:		
TITLE:		
COMPANY NAME:		
MAILING ADDRESS:		
TOWN/CITY:	STATE:	ZIP:
EMAIL ADDRESS:		
TELEPHONE NUMBER:	EXTENSION:	
FAX NUMBER:		
ROLES: <input type="checkbox"/> Responsible Official <input type="checkbox"/> Technical <input type="checkbox"/> Invoicing <input type="checkbox"/> Legal <input type="checkbox"/> Emissions <input type="checkbox"/> Prepared Application <input type="checkbox"/> Corporate <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Consultant		

11. ADDITIONAL CONTACT INFORMATION		
CONTACT NAME:		
TITLE:		
COMPANY NAME:		
MAILING ADDRESS:		
TOWN/CITY:	STATE:	ZIP:
EMAIL ADDRESS:		
TELEPHONE NUMBER:	EXTENSION:	
FAX NUMBER:		
ROLES: <input type="checkbox"/> Responsible Official <input type="checkbox"/> Technical <input type="checkbox"/> Invoicing <input type="checkbox"/> Legal <input type="checkbox"/> Emissions <input type="checkbox"/> Prepared Application <input type="checkbox"/> Corporate <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Consultant		
12. ADDITIONAL CONTACT INFORMATION		
CONTACT NAME:		
TITLE:		
COMPANY NAME:		
MAILING ADDRESS:		
TOWN/CITY:	STATE:	ZIP:
EMAIL ADDRESS:		
TELEPHONE NUMBER:	EXTENSION:	
FAX NUMBER:		
ROLES: <input type="checkbox"/> Responsible Official <input type="checkbox"/> Technical <input type="checkbox"/> Invoicing <input type="checkbox"/> Legal <input type="checkbox"/> Emissions <input type="checkbox"/> Prepared Application <input type="checkbox"/> Corporate <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Consultant		
13. ADDITIONAL CONTACT INFORMATION		
CONTACT NAME:		
TITLE:		
COMPANY NAME:		
MAILING ADDRESS:		
TOWN/CITY:	STATE:	ZIP:
EMAIL ADDRESS:		
TELEPHONE NUMBER:	EXTENSION:	
FAX NUMBER:		
ROLES: <input type="checkbox"/> Responsible Official <input type="checkbox"/> Technical <input type="checkbox"/> Invoicing <input type="checkbox"/> Legal <input type="checkbox"/> Emissions <input type="checkbox"/> Prepared Application <input type="checkbox"/> Corporate <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Consultant		

For ALL APPLICATIONS except Administrative Amendments, General State Permits, and Limitations on Potential to Emit:

14. FACILITY-WIDE EMISSIONS		
POLLUTANT ⁸	POTENTIAL TPY	ACTUAL TPY

Please include calculations used in determining emissions and include any non-permitted emission devices.

15. FOR NEW APPLICATIONS OR IF CHANGES ARE MADE – PLEASE INCLUDE:	
<input type="checkbox"/>	A copy of the USGS map, property identified, which shows the facility’s location.
<input type="checkbox"/>	A site plan to scale of the facility showing: <ol style="list-style-type: none"> 1. The locations of all emission points; 2. The dimensions of all buildings and tiers, including roof heights; and 3. The facility’s property boundary and any security features (fences, walls, etc.).

16. FOR TITLE V PERMIT APPLICATIONS – PLEASE INCLUDE: ⁹		
Included in Application	Previously Submitted and Unchanged	
<input type="checkbox"/>	<input type="checkbox"/>	A. Identification and details of limitations on source operation, or any work practice standards affecting emissions for all regulated pollutants.
<input type="checkbox"/>	<input type="checkbox"/>	B. Information required by any other applicable requirement of the Act, including, but not limited to, information related to stack height limitations developed pursuant to section 123 of the federal Clean Air Act (42 U.S.C. §7401).
<input type="checkbox"/>	<input type="checkbox"/>	C. A citation and description of state and federal air pollution control regulations and requirements applicable to each emission unit.
<input type="checkbox"/>	<input type="checkbox"/>	D. A narrative description or reference to test methods used or required for initial compliance demonstration with each applicable regulation.
<input type="checkbox"/>	<input type="checkbox"/>	E. Any additional information required to be provided pursuant to the Act or to determine applicability of any other requirements of the Act.
<input type="checkbox"/>	<input type="checkbox"/>	F. A written explanation of proposed exemptions.
<input type="checkbox"/>	<input type="checkbox"/>	G. Any information required to be provided to the director pursuant to the Act in order to evaluate alternative operating scenarios, or to define permit terms and conditions.
<input type="checkbox"/>	<input type="checkbox"/>	H. A list of all equipment and devices located at the source classified as insignificant activities pursuant to Env-A 600, including appropriate sizing data for equipment and devices which are exempt from permitting requirements based on their process ratings, fuel consumption rate, or both.

16. CONTINUED - FOR TITLE V PERMIT APPLICATIONS – PLEASE INCLUDE:¹⁰	
Included in Application	
<input type="checkbox"/>	<p>I. Compliance plan information containing:</p> <ol style="list-style-type: none"> 1. A narrative description of the compliance status of the source with respect to all applicable requirements; 2. A narrative statement of methods used to determine continued compliance, including a description of monitoring, recordkeeping and reporting requirements and test methods; 3. A statement indicating the source’s compliance status with an applicable enhanced monitoring and compliance certification requirements specified in Env-A 800; 4. A statement that the source shall continue to comply with all applicable requirements; 5. A statement that the source shall meet all applicable requirements that will become effective during the permit term on a timely basis; 6. A compliance schedule stating all applicable requirements with which the source is not in compliance, consistent with the following: <ol style="list-style-type: none"> a. The compliance schedule shall incorporate the requirements of and be at least as stringent as that contained in any judicial consent decree or administrative order to which the source is subject; b. Such compliance schedule shall be supplemental to, and not sanction non-compliance with, the applicable requirements on which it is based; and c. The compliance schedule shall include the following statements and schedules: <ol style="list-style-type: none"> i. A narrative description of how the source shall achieve compliance with such requirements; ii. A schedule of remedial measures, including an enforceable sequence of actions with milestones leading to compliance with any applicable requirements for which the source shall be in non-compliance with at the time of permit issuance; and iii. A schedule for submission of certified progress reports no less frequently than every 6 months. 7. For sources deemed in compliance with all applicable requirements, a certified statement signed by a responsible official stating: “The undersigned certifies that, based on information and belief formed after reasonable inquiry, the source is in compliance with all applicable regulations”; and 8. A schedule for submission of compliance certifications during the permit term, to be submitted annually or more frequently as specified by the underlying applicable requirement.
<input type="checkbox"/>	<p>J. For sources subject to Title IV of the Act, the compliance plan requirements, specified in (I.) above, shall apply to and be included in the acid rain portion of a compliance plan for an affected source, except as specifically superseded by regulations promulgated under Title IV of the Act with regard to the schedule and method(s) the source will use to achieve compliance with the acid rain emission limitations.</p>
<input type="checkbox"/>	<p>K. In addition to the forms required pursuant to Env-A 1700, sources subject to Title IV of the Act shall use the nationally standardized forms for the acid rain portions of the Title V operating permit application, pursuant to 40 CFR 72.30.</p>

This section of the form must be completed and signed by the Responsible Official only.

17. CERTIFICATIONS	
<input type="checkbox"/>	<p>I certify that the applicant, or the owner or operator the applicant represents, has right, title, or interest in all of the property that is proposed for development or use because the owner or operator owns, leases, or has binding options to purchase all of the property proposed for development or use.</p> <p>I am authorized to make this submission on behalf of the affected source or affected units for which this submission is made. I certify under penalty of law that I have personally examined, and am familiar with, the information submitted in this document and all of its attachments. Based on my inquiry of those individuals with primary responsibility for obtaining the information, I certify that the statements and information are to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false statements and information or omitting required statements and information, including the possibility of fine or imprisonment.</p>
18. RESPONSIBLE OFFICIAL INFORMATION AND SIGNATURE	
RESPONSIBLE OFFICIAL NAME:	
TITLE:	
RESPONSIBLE OFFICIAL'S SIGNATURE	DATE:

