

Process for Air Quality Title V Operating Permits

Applicant Actions	Department Actions
Pre-application	
Pre-application assistance	Pre-application assistance: Typical 30 – 90 days
Submit application	
Submit timely and complete application.	Application Completeness Review. An application must be determined to be complete within 60-days or it defaults to a complete status. 40 CFR 71.5(a)(2). Affects the ability to grant an application shield. Typical: 60 days
Application Information Requests and Supplements: needed if application contains missing or incomplete items. Information requests may delay final permit application completeness determination beyond 60 days.	21 additional days for each Information request
Application determined to be complete	
Applicant may request preview or review of preliminary draft permit prior to the public process.	Draft Permit Processing (depends on complexity of stationary source. Use of contractor resources may extend draft permit processing. Typical 30 -60 days. Dialog with Applicant: additional information requests (there may be multiple information requests). A complete application does not curtail the Department's ability to seek additional information necessary to process the application.)(Draft permit development may be extended by new Federal regulations or stationary source changes).
Preliminary Decision advertised for public comment	
Provide review and public comment: changes or revisions requests to draft permit, or updates based on changes.	Permit Public Process: Draft permit must be made available for public comment for at least 30 days. Typical: 30 days. Public Notice Advertisement. Associated documents or processes: public hearing (if needed, min: 30 days to advertise). A Public Hearing may be scheduled for contentious or complex permit actions.
	May extend Public Comment period to 45 days or 60 days based on permit complexity.
Response to Public Comment	
Permittee may seek ex-parte' discussion based on Department acceptance or rejection of changes based on public comment.	Response to Public Comment (Public Comment processing into Proposed Permit depends on volume and complexity of public comment and contentiousness of issues). Typical: 30 days.
.	Proposed Permit Development. Associated documents: Response to Comments, EPA transmittal
EPA Administrator 45-Day Review	
	Variable response timeline. EPA has 45 days to review a proposed permit, but may respond in as little as several hours or just a few days, depending on permit complexity and contentious issues. Typical 1 to 45 days (max).

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	EPA Comment. (may involve significant changes and restarting the public process)
Permittee may ask for a review of final permit resulting from public comment. Typical: 10 days additional	Significant changes will necessitate re-advertising the permit for public comment based on scope of changes.
Final Permit Development and Issuance	
	May delay to coincide with new month/new quarter. Typical: 1 to 21 days after receipt of EPA no-comment decision.
Total Timeline:	
Typical Stationary Source Permit	180 days
Large or Complex Stationary Source Permit	2 years