



**Massachusetts Department of Environmental Protection**  
Bureau of Waste Prevention - Permitting - Air Quality Section

## **BWP AQ 22**

### **Instructions and Supporting Materials**

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#### **Introduction**

MassDEP *Permit Applications*, as well as *Instructions & Support Materials*, are available for download from the MassDEP Web site at [mass.gov/dep](http://mass.gov/dep) in two file formats: Microsoft Word™ and Adobe Acrobat PDF™. Either format allows documents to be printed.

*Instructions & Support Materials* files in Microsoft Word™ format contain a series of documents that provide guidance on how to prepare a permit application. Although we recommend that you print out the entire package, you may choose to print specific documents by selecting the appropriate page numbers for printing.

*Permit Applications* in Microsoft Word™ format must be downloaded separately. Users with Microsoft Word™ 97 or later may complete these forms electronically.

Permitting packages in Adobe Acrobat PDF™ format combine *Permit Applications* and *Instructions & Support Materials* in a single document. Adobe Acrobat PDF™ files may only be viewed and printed without alteration. *Permit Applications* in this format may not be completed electronically.



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Bureau of Waste Prevention - Permitting - Air Quality Section

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## **Permit Fact Sheet**

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**1. What is the purpose of this permit?**

The ECP is the instrument used by facilities to demonstrate to MassDEP and all interested parties including the general public, how they are going to comply with specific emission standards in a regulation and to allow public comment. This process enhances environmental protection by allowing for comments from various interests, and incorporating these comments as well as the regulatory requirements into one document. The application material submitted to the MassDEP and the plan approval letter become the approved plan.

**2. Who must apply?**

An ECP is required for municipal waste combustor units subject to 310 CMR 7.08(2). These units are units which combust greater than 250 tons per day of municipal solid waste.

**3. What other requirements should be considered when applying for this permit?**

None

**4. What are the application fees?**

The application fee for BWP AQ22 is \$8,820.

**5. What is the Primary Permit Location? What is the Reserve Copy Location?**

Primary Permit Location:

BWP AQ22 permit applications should be submitted in duplicate to the MassDEP Regional Office responsible for the community in which the facility is located.

**Department of Environmental Protection**  
**BWP Permitting Program, Air Quality Section**  
\_\_\_\_\_ \* **Regional Office**

\*Find your region: <http://www.mass.gov/eea/agencies/massdep/about/contacts/>

If approved, MassDEP stamps one copy and returns it to you for your records. In this manner, MassDEP and the applicant have identical copies of the approved submittal. Supplemental forms may be required when completing the ECP. Supplemental forms BWP AQ SFC-1, BWP AQ SFC-3 and BWP AQ SFC-6 are included in this application kit.

Reserve Copy Locations:

There are no Reserve Copy Locations for these permits.



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**6. What are the timelines?**

**BWP AQ22** applications are subject to the timelines at:

<http://www.mass.gov/eea/agencies/massdep/service/approvals/timely-action-fees-and-payments.html>

**7. What is the annual compliance fee?**

The amount of the annual compliance assurance fee depends upon the facility's potential emissions. Please consult Table 4.03 (Air Quality Section) of 310 CMR 4.03 for more information. If you fail to pay the bill for your annual compliance assurance fee, your permit to operate could be suspended or revoked.

**8. How long is this permit in effect?**

The permit is in effect until the facility approved in this plan is substantially reconstructed or altered, at which time a new approval may be required.

**9. How can I avoid the most common mistakes made in applying for this permit?**

- a. Answer all questions on the application form and indicate "N/A" (not applicable) where appropriate.
- b. Be sure to have a legally responsible company official sign the application.
- c. Submit two copies of the application to the regional office (one of which must contain an original signature).
- d. Submit the BWP AQ22 fee of \$8,820 and a copy of the MassDEP Transmittal Form (<http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html>) to:

Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211

**10. What are the regulations that apply to this permit? Where can I get copies?**

These regulations include, but not limited to:

- a. Air Quality Control Regulations, 310 CMR 6.00 - 8.00.
- b. Solid Waste regulations 310 CMR 19.00.
- c. Timely Action and Fee Provisions, 310 CMR 4.00.
- d. Administrative Penalty Regulations, 310 CMR 5.00.

These may be purchased at:

**State House Bookstore**  
**Room 116**  
**Boston, MA 02133**

**State House West Bookstore**  
**436 Dwight Street**  
**Springfield, MA 01103**



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# **Instructions for Completing the Permit Application**

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Emission Control Plan For Owners or Operators Subject To The Municipal Waste Combustor Regulation Under 310 CMR 7.08(2) Municipal Waste Combustors.

### **SECTION A**

1. Facility Information - Give the complete name and address of the facility.
2. Facility Contact Person - Indicate the person responsible for the day to day operations of the facility. Plant manager for example.
3. Facility Owner - This can be a person or a corporation.

### **SECTION B**

Facility Description - Include a description of each stage of the operation for the facility along with a schematic indicating all stages of the process.

**SECTION C** - This section shall be completed for each unit.

1. Unit Designation - Indicate the designation of each unit (e.g. Unit 1 or Unit A)
2. Manufacturer - List the manufacturer of the unit.
3. Model Number - List the model number of the unit.
4. Maximum Continuous Rated Design Capacity - Indicate in parts a and b the heat input and steam load as applicable.
5. Waste Type - Indicate refuse combustion type (e.g. Mass Burn, RDF, etc.)
6. Heat Recovery - In a - d indicate the method of measuring the load (steam flow meter or feedwater meter), the manufacturer, model number and maximum rating in lbs/hr.
7. Auxiliary Burners - In a - d indicate the manufacturer, model number, type of fuel used and the maximum rating in Btu/hr of any auxiliary burners used.
8. Date of installation - Indicate the date of installation of the unit.

### **SECTION D**

In the Table shown in the ECP application, list all plan approvals the facility is subject to (e.g. 310 CMR 7.02, PSD, etc.) along with the specific emission limits of pollutants which will be regulated under 310 CMR 7.08(2). Convert all existing emission limits to the same units as are outlined in 310 CMR 7.08(2) for the particular pollutant involved. If different permits apply to different units, indicate which permits apply to which units.

**SECTION E** - Emissions Control For Particulate Matter, Opacity Hydrogen Chloride, Sulfur Dioxides, Cadmium and Lead.

1. Existing Controls - Indicate the types of air pollution control equipment currently being used (e.g. electrostatic precipitator, fabric filter, dry sorbent injection, spray dryer, etc.).



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2. Proposed Controls - Indicate the type(s) of air pollution control equipment being proposed.

Complete the form(s) below if the equipment being proposed is one of the following:

1. Fabric Filter - Complete BWP AQ SFC-1
2. Electrostatic Precipitator - Complete BWP AQ SFC-6
3. Spray Dryer - Complete BWP AQ SFC-3
4. Other - The Department shall be notified prior to the submission of the ECP if control equipment being proposed for said pollutants other than that listed in 1,2 and 3, above is being considered.

Indicate if the existing controls will be removed.

3. Emissions - List emissions limits proposed to satisfy the requirements of 310 CMR 7.08(2). These limits may be either the limits in the regulation or more stringent limits.
4. Include standard operating and maintenance procedures for the proposed air pollution control equipment. If they are not available at the time the ECP application is completed, submit them prior to operation.

#### **SECTION F - Emissions Control for Mercury**

Attach a separate sheet describing the emission control equipment being proposed to control mercury if it is not an activated carbon or equivalent sorbent injection system.

For activated carbon or equivalent sorbent injection systems:

1. Attach a separate sheet describing in detail the process. Include a process schematic.
2. Besides the listed information in the ECP, attach a separate sheet describing the process parameters which will be used to control the mercury concentration.
3. - 6. See ECP Application.
7. Include standard operating and maintenance procedures for the proposed carbon injection system. If they are not available at the time the ECP application is completed, submit them prior to operation.

#### **SECTION G - Emission Controls for Nitrogen Oxides**

1. Attach a separate sheet describing the emission control equipment being proposed to control Nitrogen Oxides. Attach a separate sheet describing in detail the process, including a process schematic.
2. Attach a separate sheet describing the process parameters which will be used to control the nitrogen oxides concentration.
3. Attach a separate sheet describing the materials that will be used to control nitrogen oxide emissions.
4. - 5. See ECP application.
6. Include standard operating and maintenance procedures for the proposed nitrogen oxide emissions controls. If they are not available at the time the ECP application is completed, submit them prior to operation.



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**SECTION H - Emission Controls for Fugitive Ash**

1. Attach a separate sheet describing the existing emission control equipment being used to control fugitive ash from ash conveying system including transfer points.
2. Attach a separate sheet describing in detail the process, including a process schematic of any proposed modifications to existing controls or any new controls.
3. Include standard operating and maintenance procedures for the proposed ash conveying systems. If they are not available at the time the ECP application is completed, submit them prior to operation.

**SECTION I - Retrofit Schedule**

Indicate specific dates or no later than dates for 1. - 4. in Section I of the ECP.

**SECTION J - Certification**

The seal and signature of a registered professional engineer.

**SECTION K - Demonstration of Compliance**

The signature of a responsible official as defined in 310 CMR 7.00, definitions.

**Most MassDEP permit application packages  
are available from MassDEP's web site at**

<http://mass.gov/dep>

This information is available in alternative format upon request to MassDEP's ADA Coordinator, BAS/HR,  
4th Flr. One Winter Street, Boston, MA 02108



**Massachusetts Department of Environmental Protection**  
Bureau of Waste Prevention - Permitting - Air Quality Section

## **BWP AQ 22 Municipal Waste Combustor - Emission Control Plan (ECP)**

# **Application Completeness Checklist**

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- The MassDEP Transmittal Form (<http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html>) has been completed.
- The BWP AQ22 Permit Application Form has been completed in accordance with "Instructions for Completing the Permit Application." All questions have been answered or N/A inserted where appropriate.
- A signature of the legally responsible official has been included even if an agent has been hired to complete the application.

To submit a BWP AQ22 application package:

- Ensure all Checklist items have been completed.
- Two copies of the application package have been prepared and submitted with the DEP Transmittal Form to the MassDEP Regional Office responsible for the community in which the facility is located.

**Department of Environmental Protection**  
**BWP Permitting Program, Air Quality Section**  
\_\_\_\_\_ \* **Regional Office**

\*Find your region: <http://www.mass.gov/eea/agencies/massdep/about/contacts/>

- The BWP AQ22 fee of \$8,820 in the form of a check or money order payable to the Commonwealth of Massachusetts and a copy of the MassDEP Transmittal Form (<http://www.mass.gov/eea/agencies/massdep/service/approvals/transmittal-form-for-payment.html>) have been submitted to:

**Department of Environmental Protection**  
**P.O. Box 4062**  
Boston, MA 02211

