Air Quality – Modeling Protocol Submittal (Application)

MassDEP, Bureau of Air & Waste

EEA ePLACE Portal

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How to Apply

- Create or log in to your Account in eLicensing

- First time users click here

- Be sure to provide full name, address and contact information when setting up your account.

EEA ePLACE Portal

File an Online Application

- Once logged in, click here to start
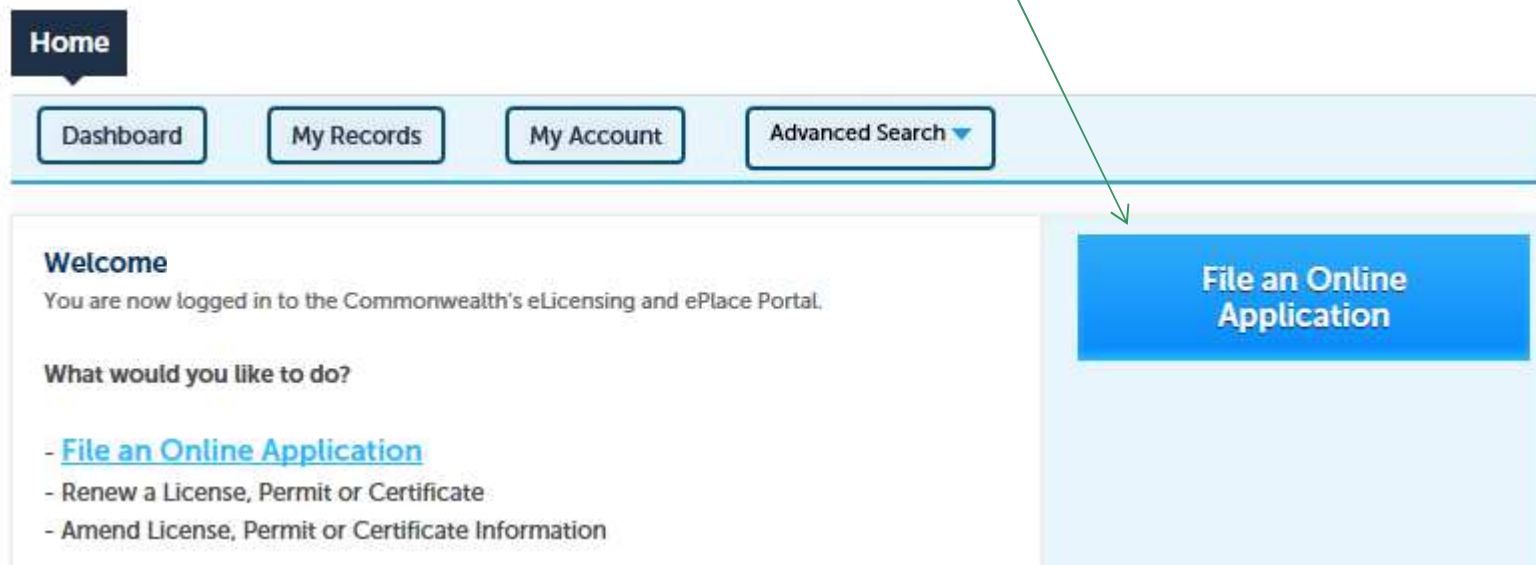
File an Online Application

- Read and accept the Terms and Conditions

- Select the checkbox and click "Continue"

File an Online Application

- Click on "Energy and Environmental Affairs" and "Apply for a DEP Authorization"

Home

File an Online Application

eLicensing and ePermitting Online Services

New Applicants and Consumers:

The Commonwealth of Massachusetts eLicensing and ePermitting portal provides the ability to file applications for licensure & permits and submit complaints. From the listing below, please select the service you would like to use and click the continue button.

Existing Licensees or Permit Holders:

Click Home and use the "My Records" tab to renew or amend a license or permit. If your license or permit is not listed under the "My Records" tab, please select the "Link your account" option found in section below. You will be prompted for a "record identification code" and "aut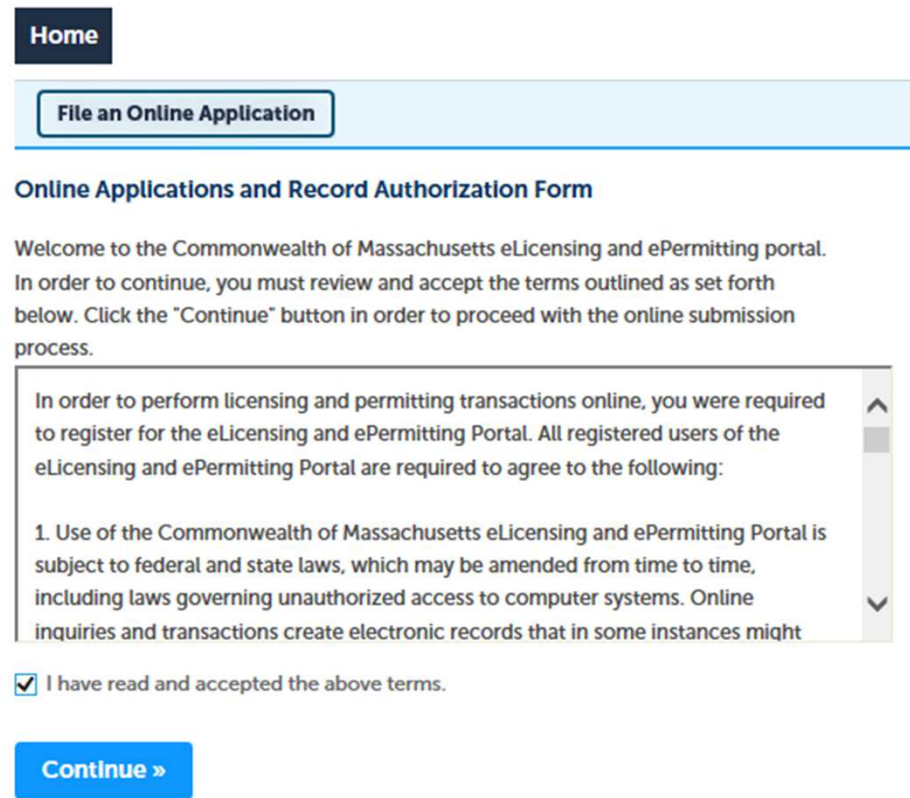horization code." from the Account Link notification you received. If you have not received a notification letter, please contact the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLACE between the hours of 7:30 AM - 5:00 PM Monday-Friday.

[ ] ▽ **Search**

▾ **Energy and Environmental Affairs (DEP, MDAR, DCR)**
- (●) Apply for a DEP Authorization
- ( ) Apply for a MDAR Authorization
- ( ) Apply for a DCR Authorization

▸ **Link Your Account**

Continue »

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File an Online Application

- Select "AQMM-Modeling Submittal Application and click "Continue Application"

Home

DEP Applications

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

Search

▼ Air Quality (AQ)
- ○ AQ 50% or 25% Facility Emission Cap Application
- ○ AQ01 - Limited Plan Approval for Fuel Utilization Emission Unit(s) Application
- ○ AQ01 - Limited Plan Approval for Process Emission Unit(s) Application
- ○ AQ02 - Comprehensive Plan Crematory Application
- ○ AQ02/03 – Non-Major/Major Comprehensive Plan Approval Fuel Application
- ○ AQ02/03 – Non-Major/Major Comprehensive Plan Approval Process Application
- ○ AQ08A/B/22 - Emission Control Plan Application
- ○ AQ09 - Restricted Emission Status Application
- ○ AQ14/AQ12 - Operating Permit Application
- ○ AQ18 - Creation of Emission Reduction Credits Application
- ○ AQ30 - CO2 Budget Emission Control Plan Application
- ○ AQ33 - LPA/CPA Consolidation Application
- ○ AQMM - Modeling Submittal Application

▶ Drinking Water (DW)
▶ Hazardous Waste (HW)
▶ Solid Waste (SW)
▶ Toxic Use Reduction (TUR)
▶ Waste Water Management (WWM)
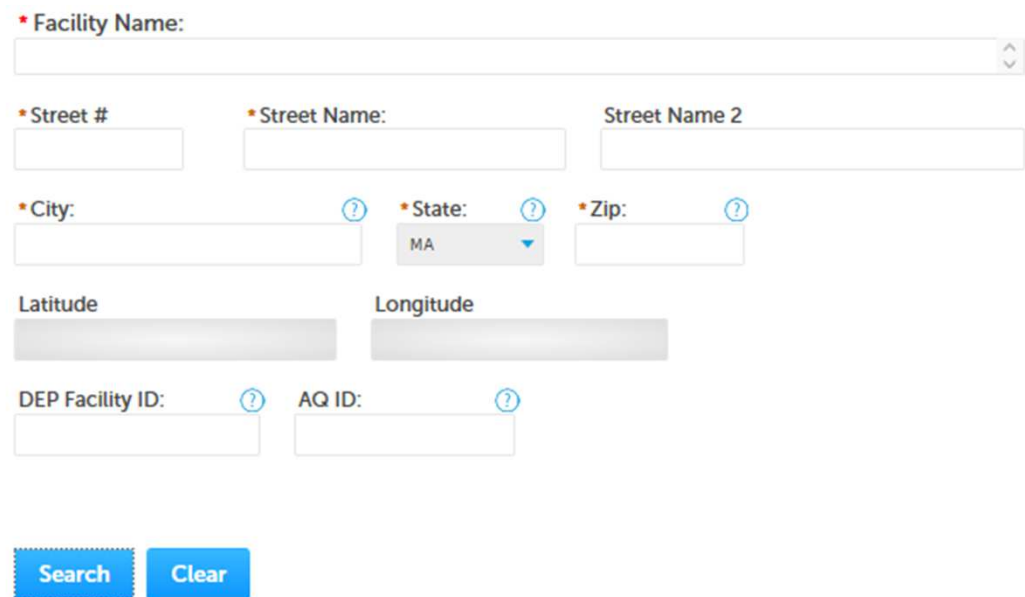
Continue Application »

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Identify your Facility

- Search for an existing facility by entering the name or address and click on "Search".

- If not found, click on "Clear" different or fewer criteria

* Facility Name:

* Street #   *** Street Name:**   **Street Name 2**

* City: (?)   *** State:** (?)   *** Zip:** (?)

MA ▼

Latitude   **Longitude**

DEP Facility ID: (?)   **AQ ID:** (?)

Search   **Clear**

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Search Facility

- Based on what you have searched for, a list will be returned with all possible matches.

- Click on the button to the right of the facility you are seeking and click "Select". Click "Cancel" to search again

EEA ePLACE Portal

Add a New Facility

- If the project proposes to add a new facility, complete the form with all required information such as

  ▸ Facility Name/ Project Name

  ▸ Facility Street Address

  ▸ Facility City

  ▸ Facility Zip Code

- Facility ID #s will be assigned by MassDEP

- MassDEP staff will integrate a new facility into MassDEP's Facility Master File during the plan approval review time.

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Step 1. Type of Source to be Modeled

- Open the "Type of Source(s) Modeled" dropdown menu and select the type of source that most closely matches the application that will be prepared to construct the source.

- Click "Continue Application" When done

Home

DEP Applications

AQMM - Modeling Submittal Application

| 1 Facility Information | 2 Application Information | 3 Documents | 4 Applicant and Contributors | 5 Review | 6 |

Step 1: Facility Information > Facility Type

indicates a required field.

Type of Source(s) Modeled

Select ONE type of source that best describes the primary emission unit(s) being modeled. Select FUEL COMBUSTION + PROCESS only if the modeling analysis includes both types of emission units.

* Type of Source(s) Modeled:

FUEL COMBUSTION

Continue Application »   Save and resume later

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Project Information

- Select your project type from the "Project Type" dropdown menu and provide a description

- Check the box underneath each pollutant modeled

- Check the box underneath each kind of model that applies

- Click "Continue Application"

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Step 2: Application Information > Page 1 of 1

Instructions

* indicates a required field.

Project Information

"Select ONE project type that best fits the reason for the modeling. The Comprehensive Plan Approval (CPA) option includes both non-PSD major source CPA and non-major CPA projects."

* Project Type:
--Select--

* Project Description:

Pollutant Information

Check all that apply

PM2.5:	PM10:
CO:	SO2:
NO2:	LEAD:
ODOR:	TOXICS:
Other:	

Model

Check all that apply

| AERMOD: | AERSCREEN: |

Documents

This section asks that you identify the information you will be providing in your attached documents.

- You must indicate "yes", "no", or "N/A" for <u>all</u> data elements listed

- If you answer "No" to any data element make certain that information is not required

- Click "Continue Application"

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Documents

- Upload the documents that are part of your protocol submittal

- Click "Browse" to get started.

Home

DEP Applications

AQMM - Modeling Submittal Application

| 1 Facility Information | 2 Application Information | 3 Documents | 4 Applicant and Contributors | 5 Review | 6 |

Step 3 : Documents > Page 2 of 2

Attach modeling protocol and/or report and related files. If any of the files cannot be compressed to < 100 MB, then see MassDEP Modeling Guidance for instructions on how to submit those files.

* indicates a required field.

Attach Documents

Attach modeling protocol and/or report.

When uploading file document(s) the maximum file size allowed is 100 MB.
The 'File Name' (including file extension) MUST NOT exceed **75 characters** in length.
The document 'Description' MUST NOT exceed **50 characters** in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

Name	Type	Size	Latest Update	Description	Action
No records found.					

Browse

Continue Application »   Save and resume later

![Massachusetts seal] **EEA ePLACE Portal**

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Documents

- You should be looking at a "File Upload" window

- Click "Browse"

- Select all documents you wish to attach

- When all documents are at 100%, click "Continue

File Upload ✕

When uploading file document(s) the maximum file size allowed is **100 MB**.
The 'File Name' (including file extension) MUST NOT exceed **75 characters** in length.
The document 'Description' MUST NOT exceed **50 characters** in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

Blank Upload 1.docx	100%
Blank Upload 2.docx	100%
Blank Upload 3.docx	100%

Continue   **Browse**   **Remove All**   Cancel

EEA ePLACE Portal

Documents

- Provide a description of each document that you uploaded

- Click "Save"

- If you need to upload more documents, click "Browse"

- When all documents are attached, click "Continue Application"

Step 3 : Documents > Page 2 of 2

Attach modeling protocol and/or report and related files. If any of the files cannot be compressed to < 100 MB, then see MassDEP Modeling Guidance for instructions on how to submit those files.

*indicates a required field.

Attach Documents

Attach modeling protocol and/or report.

When uploading file document(s) the maximum file size allowed is 100 MB.
The 'File Name' (including file extension) MUST NOT exceed 75 characters in length.
The document 'Description' MUST NOT exceed 50 characters in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

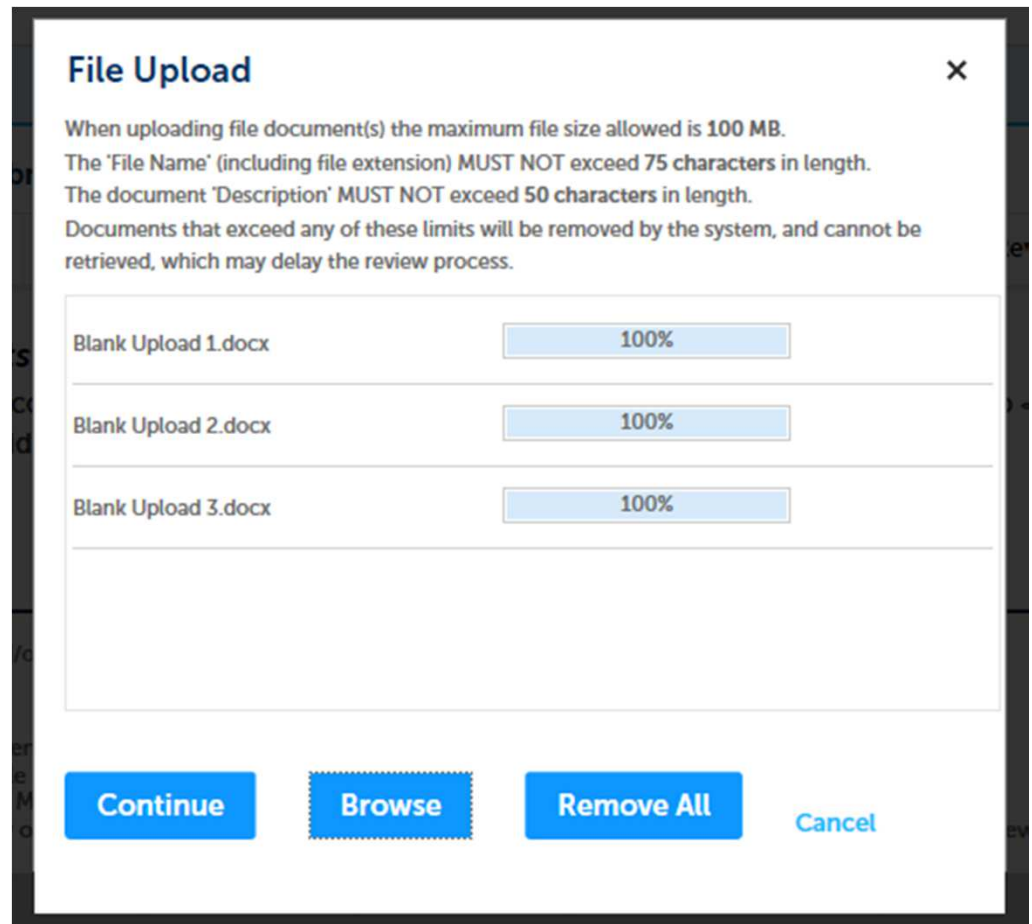| Name	Type	Size	Latest Update	Description	Action
No records found.					

*Type: Remove
AERMAP files

File:
Blank Upload 1.docx
        100%
*Description (Maximum 50 characters):
Description of AERMAP file

*Type: Remove
--Select--

File:
Blank Upload 2.docx
        100%
*Description (Maximum 50 characters):
A maximum of 50 characters.

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Documents

- **Review the list of uploaded documents**

  ▶ Return to previous page in order to make changes

  ▶ Click "Browse" to add more documents

  ▶ Click "Continue Application"

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Applicant Contributors

- For this application (and this application only), the consulting engineer who is preparing the Modelling (or the Project Manager) is the Applicant and Signatory.

- Enter the name of the Responsible Organization, the type of organization (LLC, Corp, Sole proprietor, etc.) and the applicants title within that organization

- Ignore this "Edit or view"- it has been deactivated

- Click "Continue Application"

EEA ePLACE Portal

Application Contributors

Shown below are all registered users that have viewed, edited and/or signed this application.

Showing 1-1 of 1

Name	Organization Name	Contact Person	Telephone #	E-mail	Action
Delegate User 17TMP-003791					Edit/View

Signatory Authority

* Organization Name:

* Source of Signatory Authority:
--Select--

* Title:
--Select--

Applicant Information

To review or certify this application, click on the "Continue Application" button. For most applications, if you are not the applicant, you will only be able to review. After reviewing, you will need to click on the "Save and resume later" button, and have the applicant log-in to certify.

Applicant Information:

Erin Swallow

1 Winter St.
Boston, MA, 02108

Telephone #: 617-292-5787 Email: erin.swallow@state.ma.us

Edit or View

[Continue Application »]   [Save and resume later]

Review the Notification

- The entire application is shown on a single page for your review

- If you note something you want to change, click "Edit Application"

- Otherwise, continue to the bottom of the page to certify & submit the notification

Review and Certification

If you arrive at this Review page after selecting "Resume Application" from your dashboard, (and then select "Pick up where I left off"), you will need to click on the "Applicant and Contributors" tab at the top of this page, and then click "Continue" to finish submitting this application.

Edit Application

Facility Information

BRAINTREE ELECTRIC LIGHT | 100 -150 POTTER DR BRAINTREE MA 02184
DEP Facility ID: 133487
DEP Region: SE
AQ ID: 1190491
HW ID: MAD980734578
Facility Record ID: 15-FAC-016056

Type of Source(s) Modeled

Type of Source(s) Modeled: FUEL COMBUSTION AND PROCESS

Project Information

Project Type: PSD
Project Description: Detailed description of the project

Pollutant Information

PM2.5: No	PM10: No
CO: Yes	SO2: No
NO2: Yes	LEAD: No
ODOR: No	TOXICS: No
Other: No	

Model

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Certify & Submit

- Applicant Information is at the bottom of the review page.

- The person who is logged in at the time of submittal will be listed here as the applicant. Be sure that this is the correct person.

- The Applicant should read and agree to the certification language provided by clicking on this box

Application Contributors

Showing 1-1 of 1

Name	Organization Name	Contact Person	Telephone #	E-mail	Action
Delegate User 17TMP-003791					Edit/View

Signatory Authority

Organization Name: MassDEP
Source of Signatory Authority: Municipality Or Public Agency
Title: Principal Executive

Applicant Information

Individual   Telephone #:617-292-5787
Erin Swallow   E-mail: erin.swallow@state.ma.us
1 Winter St.
Boston, MA, 02108
United States

"When submitting a modeling protocol, the modeler/preparer is the "applicant" and should check the "I am the applicant" certification below in order to finalize and submit this application. When submitting a modeling report (separate from the associated AQ02/03 Plan Application), the applicant is the entity that owns or operates (or will own/operate) the facility. This applicant should log in and check "I am the applicant" in order to finalize and submit the application."

☑ I agree that I am the Applicant.   Date Signed: 04/24/2017
If you are not the Applicant then click on 'Save and resume later' button.

[Continue Application »]   [Save and resume later]

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Submission Successful!

- When you successfully submit your form you will receive the following notice.

- You will also received a Record ID so you can track the status of your application on line

- Go to your "My Records" page to see the status of an application

Need Help? For technical assistance in using this web application, please call the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLAC between the hours of 7:30 AM-5:00 PM Monday-Friday, with the exception of all Commonwealth and Federally observed holidays. If you prefer, you can also e-mail us at ePLACE_helpdesk@state.ma.us. For assistance with non-technical questions, please contact the issuing Agency directly using the links below.

Contact Energy and Environmental Affairs, MASSDEP

Convenience Fee: Please note there will be a convenience fee for all online credit card transactions. There is also a nominal fee for online payment by check.

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DEP Applications

AQMM - Modeling Submittal Application

1	2 Application Information	3 Documents	4 Applicant and Contributors	5 Review	6 Record Issuance

Step 6 : Record Issuance

✓ Successfully Completed.

Thank you for using our online services. You will need this number to check the status of your application.
Your Record Number is 17-AQMM-000035-APP.

EEA ePLACE Portal

Questions?

- For technical assistance, contact the ePlace Help Desk Team at (844) 733-7522 or ePLACE_helpdesk@state.ma.us

- For Questions about modeling requirements for various source types please contact Glenn Pacheco at Glenn.Pacheco@state.ma.us

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