
AQ30 - CO2 Budget Emission Control Plan Application

MassDEP, Bureau of Air & Waste





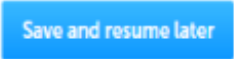

EEA ePlace Portal

Overview

- ❑ This presentation is to assist in completing a new **AQ30 - CO2 Budget Emission Control Plan Application**
- ❑ Greenhouse gas-producing facilities are required to submit this emission control plan (ECP) under 310 CMR 7.70.
- ❑ The purpose of MassDEP regulation 310 CMR 7.70 is to establish the Massachusetts CO2 Budget Trading Program, which is designed to stabilize and then reduce anthropogenic emissions of CO2, a greenhouse gas, from CO2 Budget sources in an economically efficient manner. 310 CMR 7.70(8) requires the owner or operator of all affected units to determine and report CO2 mass emissions from certified systems on or after January 1, 2009. To ensure that the CO2 mass emissions are determined accurately and consistently, 310 CMR 7.70 requires the owner or operator to submit a CO2 Budget Emission Control Plan (ECP), which contains an emissions and an energy output monitoring plan.
- ❑ This presentation will take you screen by screen through the EEA ePLACE online permitting application process



General Navigation

- ☐ Always Click  to move to the next page.
- ☐ Do NOT use the Browser Back Button  as this will take you out of the system
- ☐ Any field with a red asterisk (*) is required before you can move off the page.
- ☐ Click  to save your work and resume at a later time.
- ☐ Click on the tool tips where applicable to get more details. 
- ☐ Suggested preferred browsers are Chrome and Microsoft Edge



How to Apply

First time users:

- ❑ Click or type this address on your browser:
<https://eplace.eea.mass.gov/citizenaccess>
- ❑ Follow the prompts to create a new user account
- ❑ Log into your account in EEA ePlace using your username/password

The screenshot shows the EEA ePLACE Portal homepage. At the top is a navigation bar with links: State Offices & Courts, State A-Z Topics, State Forms, and Accessibility FAQs. Below this is the EEA ePLACE Portal header with the state seal and a 'Home' button. The main content area includes a 'Register for an Account' link in the top right, which is pointed to by a green arrow from the first list item. Below this, there is a 'Need Help?' section with contact information for the ePLACE Help Desk Team. A green arrow points from the second list item to the 'Register for an Account' link. Another green arrow points from the third list item to the 'Login' button in the bottom right corner. The bottom right corner contains a 'Login' section with fields for 'User Name or E-mail' and 'Password', and a 'Login' button. Below the login fields are links for 'I've forgotten my password' and 'New Users: Register for an Account'. A 'Please note' section at the bottom right states that ePLACE Portal services only issue some (not all) licenses, permits, and certificates issued by Energy and Environmental Affairs (EEA).



EEA ePlace Portal

File an Online Application

❑ Click here to start

The screenshot shows the EEA ePlace Portal interface. At the top, there is a dark blue 'Home' button. Below it is a light blue navigation bar with three buttons: 'Dashboard', 'My Records', and 'My Account'. The main content area has a white background. It starts with a 'Welcome TEST TESTING' message, followed by 'You are now logged in to the Commonwealth's EEA ePlace Portal.' Below this is a section titled 'What would you like to do?' with three bullet points: '- New License, Permit, Certificate, Notification or Registration [Click Here](#)', '- Renew License, Permit, Certificate or Registration (select "My Records" above)', and '- Amend License, Permit, Certificate or Registration (select "My Records" above)'. A 'Please note' section follows, stating that the portal only services some licenses, permits, certificates, and registrations issued by EEA, and does not service other types of licenses or permits issued by the Commonwealth or its agencies/municipalities. On the right side of the main content area, there is a large blue button labeled 'File an Online Application'. A green arrow points from the text 'Click here to start' to this button.

Home

Dashboard My Records My Account

Welcome TEST TESTING
You are now logged in to the Commonwealth's EEA ePlace Portal.

What would you like to do?

- New License, Permit, Certificate, Notification or Registration [Click Here](#)
- Renew License, Permit, Certificate or Registration (select "My Records" above)
- Amend License, Permit, Certificate or Registration (select "My Records" above)

Please note: At this time, the EEA ePLACE Portal services only some (not all) licenses, permits, certificates and Registrations issued by Energy and Environmental Affairs(EEA). It does not service any other type of license or permit that is issued or approved by the Commonwealth or any of its agencies or municipalities. This Portal will not service any federal licenses or permits.

File an Online Application

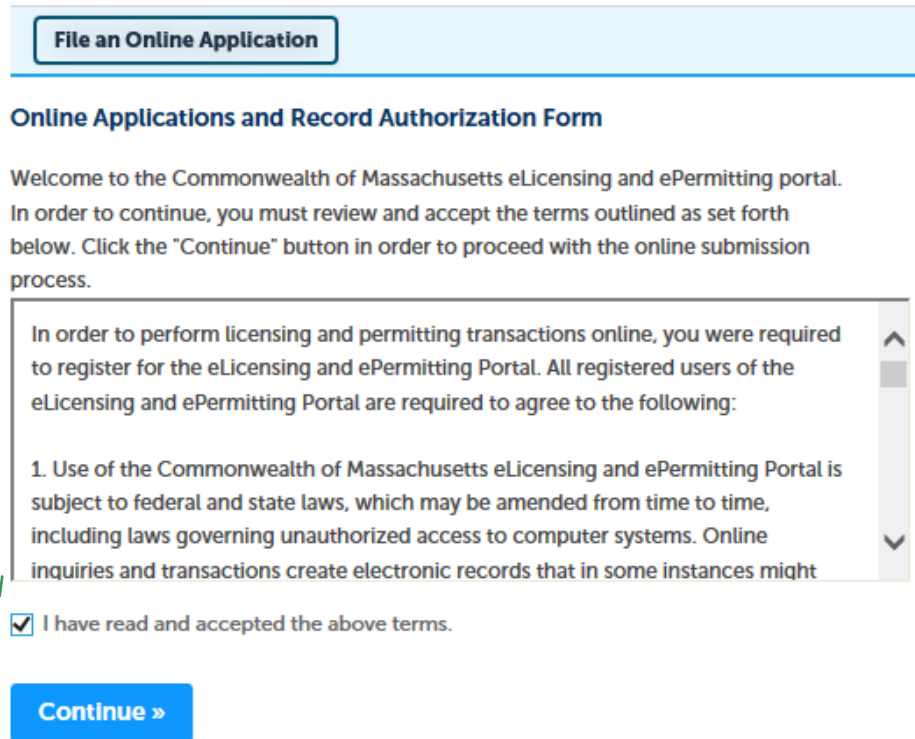


EEA ePlace Portal

File an Online Application

☐ Read and accept the Terms and Conditions

☐ Click the checkbox and click “Continue”



File an Online Application

Online Applications and Record Authorization Form

Welcome to the Commonwealth of Massachusetts eLicensing and ePermitting portal. In order to continue, you must review and accept the terms outlined as set forth below. Click the "Continue" button in order to proceed with the online submission process.

In order to perform licensing and permitting transactions online, you were required to register for the eLicensing and ePermitting Portal. All registered users of the eLicensing and ePermitting Portal are required to agree to the following:

1. Use of the Commonwealth of Massachusetts eLicensing and ePermitting Portal is subject to federal and state laws, which may be amended from time to time, including laws governing unauthorized access to computer systems. Online inquiries and transactions create electronic records that in some instances might

☒ I have read and accepted the above terms.

Continue »



Apply for an AQ30 Application

- ❑ Click on “Apply for a DEP Authorization-Air Quality (AQ) to expand the list of applications
- ❑ You can also search for the application on the search bar field

Home

Dashboard My Records My Account

Commonwealth of Massachusetts EEA ePLACE (ePermitting) Online Services

New Applicants:
The Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal provides the ability to file applications for licenses, permits, certificates, notifications and registrations. From the listing below, please click on the appropriate link to expand the options, select the service that you would like to use and click the continue button.

Existing Applicants:
Click Home and use the "My Records" tab to renew or amend a license, permit, certification or registration. If they are 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 "authorization 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.

For easier and quicker way to find your application from the list below, Use Search Bar. Type in the name of your application or a keyword in the search field and click search for results.

- ▶ Apply for a DCR Authorization - Construction and Vehicle Access Permits
- ▶ Apply for a DCR Authorization - Special Use Permits
- ▶ **Apply for a DEP Authorization - Air Quality (AQ)**
- ▶ Apply for a DEP Authorization - Drinking Water (DW)
- ▶ Apply for a DEP Authorization - Hazardous Waste (HW)
- ▶ Apply for a DEP Authorization - NPDES (WM)
- ▶ Apply for a DEP Authorization - Laboratory Certification Program (LES)
- ▶ Apply for a DEP Authorization - Solid Waste (SW)
- ▶ Apply for a DEP Authorization - Toxic Use Reduction (TUR)
- ▶ Apply for a DEP Authorization - Watershed Management (WM)
- ▶ Apply for a DEP Authorization - Water Pollution Residuals (WP)
- ▶ Apply for a DEP Authorization - Water Pollution Wastewater (WP)
- ▶ Apply for a DEP Authorization - Waterways Chapter 91 (WW)
- ▶ Apply for a DEP Authorization - 401 Water Quality Certification (WW)
- ▶ Apply for a MDAR Authorization
- ▶ Apply for an EEA General Request
- ▶ Link Your Account - For MassDEP Only
- ▶ Other



Apply for an AQ30 Application

- ❑ Select “AQ30 – CO2 Budget Emission Control Plan Application” and click continue at the bottom of the page to start your application

- ▼ Apply for a DEP Authorization - Air Quality (AQ)
 - ☐ AQ - General Administrative Amendment
 - ☐ 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
 - ☐ AQ01M - Permit Maintenance Application
 - ☐ AQ02 - Comprehensive Plan Approval Crematory Application
 - ☐ AQ02 - Non-Major Comprehensive Plan Approval Fuel Application
 - ☐ AQ02 - Non-Major Comprehensive Plan Approval Process Application
 - ☐ AQ03 - Major Comprehensive Plan Approval Fuel Application
 - ☐ AQ03 - Major Comprehensive Plan Approval Process Application
 - ☐ AQ09 - Restricted Emission Status Application
 - ☐ AQ14 - Initial Operating Permit Application
 - ☐ AQ18 - Creation of Emission Reduction Credits Application
 - ☒ AQ30 - CO2 Budget Emission Control Plan Application
 - ☐ AQ33 - LPA/CPA Consolidation Application
 - ☐ AQ34 - LPA or CPA Administrative Amendment
 - ☐ AQMM - Modeling Submittal Application
 - ☐ AQ08A - Emission Control Plan Application
 - ☐ AQ08B - Emission Control Plan Application
 - ☐ AQ22 - Emission Control Plan Application
- Apply for a DEP Authorization - Drinking Water (DW)
- Apply for a DEP Authorization - Hazardous Waste (HW)
- Apply for a DEP Authorization - NPDES (WM)
- Apply for a DEP Authorization - Laboratory Certification Program (LES)
- Apply for a DEP Authorization - Solid Waste (SW)
- Apply for a DEP Authorization - Toxic Use Reduction (TUR)
- Apply for a DEP Authorization - Watershed Management (WM)
- Apply for a DEP Authorization - Water Pollution Residuals (WP)
- Apply for a DEP Authorization - Water Pollution Wastewater (WP)
- Apply for a DEP Authorization - Waterways Chapter 91 (WW)
- Apply for a DEP Authorization - 401 Water Quality Certification (WW)
- Apply for a MDAR Authorization
- Apply for an EEA General Request
- Link Your Account - For MassDEP Only
- Other



Contact Information: Important NOTE

- ❑ There are three contact sections in the next screen:
 - ❑ **Permittee:** the person or signatory authority responsible for signing and accepting all conditions of the Permit
 - ❑ If you are the Permittee, click “Add New” button and select the checkbox “Use Login Information”
 - ❑ If you are not the Permittee you have the option to Add New and enter all the Permittee Information or if the Permittee has an EEA ePlace account, then you have the option to look them up under “Look Up” option
 - ❑ **Permittee Company:** here enter the company information the Permittee is affiliated with, if applicable.
 - ❑ **Application Contributors:** use this section if multiple users will be coordinating in the preparation of this application
 - ❑ If you are unable to find the correct contributor, click on the “Save and resume later” button. Advise the contributor to create an account in the EEA ePLACE Portal and then resume the application.



Step 1: Contact Information

- ❑ Add Permittee, please read the section instructions and add accordingly
- ❑ Add Permittee Company
- ❑ Look Up “Application Contributors”, if applicable
- ❑ Click “Continue Application” to proceed

1 Contact Information 2 Facility Information 3 Application Information 4 Special Fee Provision 5 Documents & Signatory 6 7

Step 1: Contact Information > Page 1 of 1

[Instructions](#)

Permittee

Permittee is the person or signatory authority whom is responsible for the application. If you are preparing the application on behalf of the Permittee, please select "I'm Permittee".

Note – If you are unable to find the correct Permittee, click on "save account in the EEA ePLACE Portal and then resume the application."

[I'm Permittee](#) [Look Up](#)

Permittee Company

Please add the company information that the Permittee is affiliated with.

[Add New](#)

Application Contributors

If multiple preparers will be part of filling out this application, you will need to add them here.

Note – If you are unable to find the correct Preparer, click on "save account in the EEA ePLACE Portal and then resume the application."

[Look Up](#)

Showing 0-0 of 0

Contact Type	Name	Organization
No records found.		

[Continue Application »](#)

[Save and resume later](#)

Please fill the below Information:

☐ Use Login Information

* Individual/Organization: Individual

* First Name: Middle Name: Last Name:

* Country: United States

* E-mail: Telephone #: Ext #:

* P.O. Box / Address Line:

* City: State: Zip:

[Continue](#) [Clear](#) [Cancel](#)

Please fill the below Information:

* Individual/Organization: Organization

* Name Of Organization: Contact Person:

* Country: United States

* E-mail: Telephone #: Ext #:

* Address Line 1:

* City: State: Zip:

[Continue](#) [Clear](#) [Cancel](#)

Search for Contact

To search for individual contact, please enter First Name, Last Name, or Middle Name

First Name: Middle Name: Last Name:

[Look Up](#) [Clear](#) [Cancel](#)



Step 2: Facility Information

- ❑ Add your Facility information
- ❑ Please read the instructions on how to find and add your facility
- ❑ Click "Continue Application" to proceed

1 Contact Information	2 Facility Information	3 Application Information	4 Special Fee Provision	5 Documents & Signatory	6	7
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Step 2: Facility Information > Page 1 of 1

* indicates a required field.

Facility Information

Please identify the facility for this application. In the "Name" box enter the facility name or a part of it and then click the "Search" button to see a list of results. Click the button to the left of your facility and then click the "Select" button. If your facility is not on the list, click "Cancel" and try searching by address instead of Name. If you cannot find your facility, type in the data for the boxes with an asterisk and go on to the next section without clicking "Search". CAUTION some applications are restricted to existing Facilities and do not allow creating new ones. If you cannot find your Facility or add a new one, please contact the appropriate DEP Regional Office.

* Facility Name:

* Street # * Street Name: Street Name 2

* City: * State: MA * Zip:

Latitude Longitude

DEP Facility ID: AQ ID: HW ID:

TRI ID: LES ID: PWS ID:

Facility(s)

Showing 1-12 of 120+

Facility Name Address
<input checked="" type="radio"/> 7 ELEVEN 37580 664 UNION ST FRANKLIN MA 02038
<input type="radio"/> ADVANCE AUTO PARTS 4972 250 ELM ST PITTSFIELD MA 01201
<input type="radio"/> AL O SONS SERVICE STATION 638 HIGH ST MEDFORD MA 02155
<input type="radio"/> ALL STEEL FABRICATING INC 84 CREEPER HILL RD GRAFTON MA 01536
<input type="radio"/> ALLIED WASTE SERVICES OF MA LLC 22 NIGHTINGALE AVE QUINCY MA 02169
<input type="radio"/> ALMEIDA AUTO BODY 20 OAK ST PITTSFIELD MA 01201
<input type="radio"/> ALPHA GRAINGER MANUFACTURING INC 20 DISCOVERY WAY FRANKLIN MA 02038
<input type="radio"/> ATTLEBORO WEST ST WTP 1296 WEST ST ATTLEBORO MA 02703
<input type="radio"/> BAY STATE SPRING CORP 1864 MAIN ST HOLDEN MA 01520
<input type="radio"/> BETH ISRAEL DEACONESS HOSPITAL NEEDHAM 148 CHESTNUT ST NEEDHAM MA 02192
<input type="radio"/> BIRD PRECISION 1 SPRUCE ST WALTHAM MA 02454
<input type="radio"/> BLANDFORD 0 MAIN ST BLANDFORD MA 01006

< Prev 1 2 3 4 5 6 7 8 9 10 ... Next >



Step 2: Facility Information

- ❑ Provide your ORIS code
- ❑ ORIS codes are assigned by the Energy Information Administration.
- ❑ Click "Continue Application" to proceed

AQ30 - CO2 Budget Emission Control Plan Application

1 Contact Information	2 Facility Information	3 Application Information	4 Documents	5 Signatory Authority	6	7
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Step 2: Facility Information > Page 2 of 2

* indicates a required field.

Facility Related Information

*ORISPL Code: ?

Continue Application »

Save and resume later



Step 3: Application Information

- ☐ Indicate if you are applying of a new budget emission control plan or modifying an existing plan

- ☐ Click “Continue Application” to proceed

AQ30 - CO2 Budget Emission Control Plan Application

1	Contact Information	2	Facility Information	3	Application Information	4	Documents	5	Signatory Authority	6	7
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Step 3: Application Information > Page 1 of 4

* indicates a required field.

Application Type

Please select one of the options below to describe the purpose of this application

New CO2 Budget Emission Control Plan:

☐

Modification of an Existing CO2 Emission Control Plan:

☐

Continue Application »

Save and resume later



Step 3: Application Information

- ❑ List and describe each emission unit at this facility
- ❑ Click “Add row”
- ❑ Provide all information in the window that opens
- ❑ Click “Submit”
- ❑ Repeat for each CO2 budget source at the facility
- ❑ Click “Continue Application” to proceed

AQ30 - CO2 Budget Emission Control Plan Application

1 Contact Information	2 Facility Information	3 Application Information	4 Documents	5 Signatory Authority	6	7
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Step 3: Application Information > Page 2 of 4

* indicates a required field.

Emission Unit Description

EMISSION UNIT DESCRIPTION

List each Emission Unit (CO2 Budget Source) subject to 310 CMR 7.70 at this facility.

Showing 0-0 of 0

Emission Unit #	Description of Emission Unit	Is this a new Emission Unit?	Emission Unit Make/Model	Emission Unit Design capacity (MMBtu)	Is this Emission Unit Subject to the Acid Rain Program?	If yes, do you have a monitoring plan that meets the requirements of 310 CMR 7.70(8)?	Will this unit operate as dispatched by ISO?
No records found.							

Add a Row Edit Selected Delete Selected

Continue Application »

Save and resume later

EMISSION UNIT DESCRIPTION

List each Emission Unit (CO2 Budget Source) subject to 310 CMR 7.70 at this facility.

* Emission Unit #: <input type="text"/>	* Description of Emission Unit: <input type="text"/>	* Is this a new Emission Unit?: <input type="radio"/> Yes <input type="radio"/> No
Emission Unit Make/Model: <input type="text"/>	* Emission Unit Design capacity (MMBtu): <input type="text"/>	* Is this Emission Unit Subject to the Acid Rain Program?: <input type="radio"/> Yes <input type="radio"/> No
If yes, do you have a monitoring plan that meets the requirements of 310 CMR 7.70(8)?: <input type="radio"/> Yes <input type="radio"/> No		* Will this unit operate as dispatched by ISO?: <input type="radio"/> Yes <input type="radio"/> No



Step 3: Application Information

☐ Edit each row in the Net Output Monitoring table

☐ Check the box for the row to be edited

☐ Click “Edit Selected”

☐ Provide requested information

☐ Click “Submit”

☐ You can also add rows as needed

☐ Click “Continue Application” to proceed

AQ30 - CO2 Budget Emission Control Plan Application

1 Contact Information	2 Facility Information	3 Application Information	4 Documents	5 Signatory Authority	6	7
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Step 3: Application Information > Page 3 of 4

* indicates a required field.

Net Output Monitoring

NET OUTPUT MONITORING

Please enter all the required fields for each row.

 For each of the indicated rows, please click Edit from the Actions drop-down menu, or check the box next to an indicated row, and click “Edit Selected”, to enter the required information.

Showing 1-1 of 1

<input type="checkbox"/>	Emission Unit #	Brief description of the Output Monitoring System	Net output Monitoring Method	Specify if Alternative Measurement Method proposed	Net Output Determination Calculation for each EU	Key to abbreviations used in the calculation of net output	Brief Description of Quality Assurance/Quality Control Procedure	Actions
<input type="checkbox"/>	123							

Add a Row Edit Selected Delete Selected

Continue Application »

Save and resume later

* Emission Unit #:

123

* Brief description of the Output Monitoring System:

* Net output Monitoring Method:

--Select--

Specify if Alternative Measurement Method proposed:

* Net Output Determination Calculation for each EU:

* Key to abbreviations used in the calculation of net output:

* Brief Description of Quality Assurance/Quality Control Procedure:

Submit

Cancel



EEA ePlace Portal

Step 3: Application Information

- ☐ You will be required to attach an Energy Output Monitoring Plan to this application
- ☐ Provide an answer to identify each element of the Energy Output Monitoring Plan
- ☐ You must choose “Yes”, “No” or “Not Applicable” for each listed item
- ☐ Click “Continue Application” to proceed



EEA ePlace Portal

AQ30 - CO2 Budget Emission Control Plan Application

1 Contact Information	2 Facility Information	3 Application Information	4 Documents	5 Signatory Authority	6	7
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Step 3: Application Information > Page 4 of 4

* indicates a required field.

Project Checklist

Please confirm that the following elements have been provided in the Energy Output Monitoring Plan by indicating “Yes”, “No” or “Not Applicable” to each of the following. Attach the plan to this application when prompted.

* A written description of the output system(s) including, at a minimum, any equations used to calculate output for each CO2 Budget Unit including the description of any inter-relationships between output monitoring systems.:

--Select--

* For Net Thermal Output Systems, A Written Description And Justification Of Each Useful Load Has Been Included.:

--Select--

* A detailed description of the quality assurance/quality control activities that will be performed to maintain the output system in accordance with 310 CMR 7.70(8)(h)5.:

--Select--

* If monitoring net electric output, a schematic diagram that identifies all of the CO2 budget units and all generators served by the CO2 Budget Units. The diagram will also identify each location where net electric output is determined using a billing meter as well as each billing meter used to determine net sales of electricity.:

--Select--

* The schematic diagram above identifies each location where the net electrical output measured and includes all electrical inputs and outputs to and from the CO2 budget source.:

--Select--

* For net thermal output monitoring, a schematic diagram that identifies all steam hot water coming into the steam system, including steam from CO2 budget units and non-CO2 budget units and all exist points of steam or hot water from the net steam system.:

--Select--

* The schematic diagram above shall identify at useful loads, house loads, parasitic loads and any other steam loads as well as all boiler feed returns. The diagram shall also identify all flow meters, temperature or pressure sensors or other equipment used to calculate gross thermal output:

--Select--

* A key explaining a symbols and abbreviations used in the diagram.:

--Select--

* For CO2 budget sources not subject to 40 CFR Part 72, a detailed monitoring plan that meets the requirements of 310 CMR 7.70(8).:

--Select--

* Documentation supporting any missing data output value(s) to be used during period of invalid output data. The missing data output value shall be either zero or an output value that is likely to be lower than the measured value.:

--Select--

Continue Application »

Save and resume later

Step 4: Documents

- ❑ Upload all required documents for your application
- ❑ The required documents will be listed on the table
- ❑ To begin attaching documents, click “Browse”

AQ30 - CO2 Budget Emission Control Plan Application

1	2 Facility Information	3 Application Information	4 Documents	5 Signatory Authority	6 Review	7
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Step 4: Documents > Page 1 of 1

For Sources subject to the federal Acid Rain Program at 40 CFR Part 72, the CO2 Authorized Account Representative and the Alternative account representative must each be the same person as the ARP designated representative or alternate designated representative.

Indicate the name and contact information for the CO2 Authorized Account Representative below. By providing the name and contact information, that person is bound to the following certification statement.

* indicates a required field.

List of Documents

Documents:

Please upload 3 Required Document(s) which are mandatory to Submit this Application:

1. Account Representative Metering Verification
2. Detailed Description of Quality Assurance or Quality Control Procedures
3. Net Energy Output Monitoring Plan with Schematic Diagram

Attach Documents

When uploading file document(s) the maximum file size allowed is 50 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.

.bat;.bin;.dll;.exe;.js;.msi;.sql;.vbs;.ade;.adp;.chm;.cmd;.com;.cpl;.hta;.ins;.isp;.jar;.jse;.lib;.lnk;.mde;.msc;.msp;.mst;.php;.pif;.scr;.sct;.shb;.sys;.vb;.be;.vxd;.wsc;.wsf;.wsh are disallowed file types to upload.

Name	Type	Size	Latest Update	Description	Action
No records found.					

Browse

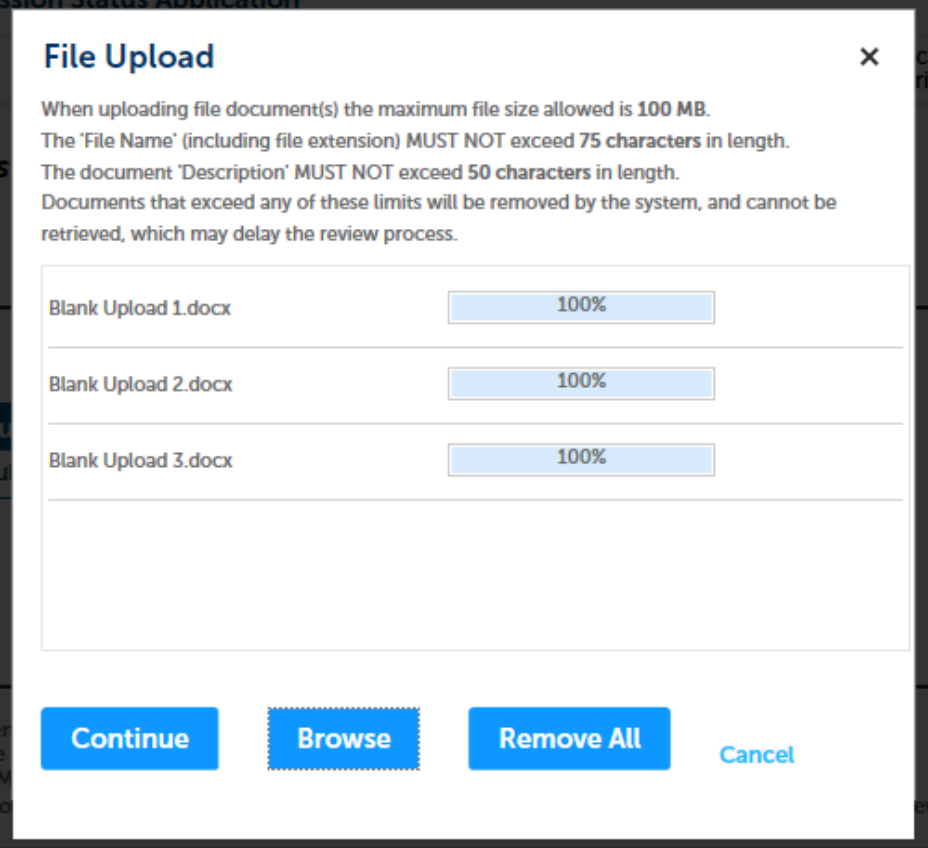
Continue Application »

Save and resume later



Step 4: Documents (Attaching)

- ❑ A “File Upload” window opens
- ❑ Click “Browse”
- ❑ Choose the file(s) you want to attach.
- ❑ When all files reach 100%, click “Continue”



File Upload [X]

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]



Step 4: Documents (Attaching)

- ☐ Select the document type
- ☐ Provide a description of each document that you uploaded
- ☐ Click “Browse” to add more documents
- ☐ When all documents are uploaded and described, click “Save”

*Type:

File:
invite_1 - Copy - Copy - Copy.png
100%

*Description (Maximum 50 characters):

*Type:

File:
invite_1 - Copy - Copy (2).png
100%

*Description (Maximum 50 characters):

*Type:

File:
invite_1 - Copy - Copy.png
100%

*Description (Maximum 50 characters):



Step 4: Documents (Attaching)

- ☐ You should see a message that you have successfully attached documents
- ☐ Review the list of attached documents
- ☐ When ready, click on “Continue Application” to proceed



The attachment(s) has/have been successfully uploaded.
It may take a few minutes before changes are reflected.

AQ30 - CO2 Budget Emission Control Plan Application

1	2	3 Application Information	4 Account Representative	5 Documents & Signatory	6 Review	7 Application Submitted
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Step 5: Documents & Signatory > Page 1 of 2

* indicates a required field.

List of Documents

Documents:

Please upload 3 Required Document(s) which are mandatory to Submit this Application:

1. Detailed Description of Quality Assurance or Quality Control Procedures
2. Manufacturers Specifications and supporting information for Combustion Equipment, and or Air Pollution Control Equipment
3. Net Energy Output Monitoring Plan with Schematic Diagram

Attach Documents

When uploading file document(s) the maximum file size allowed is 50 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.
.bat;.bin;.dll;.exe;.js;.msi;.sql;.vbs;.ade;.adp;.chm;.cmd;.com;.cpl;.hta;.ins;.isp;.jar;.jse;.lib;.lnk;.mde;.msc;.msp;.mst;.php;.pif;.scr;.sct;.shb;.sys;.vb;.vbe;.vxd;.wsc;.wsf;.wsh are disallowed file types to upload.

Name	Type	Size	Latest Update	Description	Action
invite_1 - Copy.png	Detailed Description of Quality Assurance or Quality Control Procedures	88.12 KB	02/17/2023	test	Actions ▾
invite_2 - Copy - Copy.png	Net Energy Output Monitoring Plan with Schematic Diagram	51.99 KB	02/17/2023	test	Actions ▾
invite_1.png	Manufacturers Specifications and supporting information for Combustion Equipment, and or Air Pollution Control Equipment	88.12 KB	02/17/2023	test	Actions ▾

Browse

Continue Application »

Save and resume later



EEA ePlace Portal

Step 5: Permittee Signature

- ❑ If you indicated yourself as the “Permittee” for this application (refer to contact information slide) then complete the Signatory Authority section

- ❑ If you are not the Permittee, then please click on “Continue Application” to proceed

AQ30 - CO2 Budget Emission Control Plan Application

1	2	3 Application Information	4 Documents	5 Signatory Authority	6 Review	7 Application Submitted
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Step 5: Signatory Authority > Page 1 of 1

* indicates a required field.

Permittee Signatory Authority

If you are the Permittee for this application, please fill the below section.

* Organization Name:

* Source of Signatory Authority:

* Title:

Continue Application »

Save and resume later



Step 6: Review

- ❑ 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

Home

DEP Applications

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Step 6: Review

[Continue Application »](#) [Save and resume later](#)

Please review all the information before submitting. Once this application has been submitted, you will not be able to make changes. To make changes you will need to contact the agency directly.

Review and Certification

[Edit Application](#)

Permittee

Individual
JONA KUCI
1 Winsor St.
Boston, MA, 01208
United States
Use Login Information: Yes

Telephone #: 111-111-1111
E-mail: jona.kuci@mass.gov

Permittee Company

Application Contributors

Showing 0-0 of 0

Contact Type	Name	Organization Name	Contact Person	Action
No records found.				

Facility Information

TEST | 1 Winter Street Boston MA 11111
DEP Facility ID: mjh
DEP Region: NE
Message: null
Facility Record ID: 21-FAC-017276

Additional Information

Additional Information:

Documents

Documents:

Please upload 3 Required Document(s) which are mandatory to submit this Application: 1. Local Authority Approval 2. MassDEP Application Form 3. Site Plan

Attachment



Step 6: Review

- ☐ Read the Certification Statement
- ☐ Click the check box to complete your certification
- ☐ Click on “Continue Application” to proceed with the submittal of your application

Application Submitter

Individual
Testing Eipas
Melrose, MA, 01928

Telephone #:123-123-2323
E-mail:testing@eipas.com

If you are an Application Submitter (different from Permittee), you are agreeing to below language:
I certify that I am familiar with the work proposed and that to the best of my knowledge and belief the information contained in this application is true, complete, and accurate.

If you are the Permittee, you are agreeing to below language:
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.

☒ By checking this box, I agree to the above certification.

Date: 03/16/2023

[Continue Application »](#)

[Save and resume later](#)



ATTENTION!!!

- ☐ If you are the Permittee for this Application, next the system will submit the application.
 - ☐ The Agency will start review of your application
-
- ☐ If you are not the Permittee for this Application, next the system will submit the initial application.
 - ☐ A notification will be sent to the Application Submitter and to the individual who is identified as the Permittee for this application.
 - ☐ Permittee must complete the Permittee Certification Step
 - ☐ **NOTE** – The review of the application by Agency will start once the Permittee Certification of the application is completed.



Step 7: Submission Successful!

- ❑ When you submit your application, you will receive a Record ID so you can track the status of your application online
- ❑ Upon submission of your application please make sure to check your email for system notifications


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DEP Applications

AQ30 - CO2 Budget Emission Control Plan Application

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Step 7: Application Submitted

 Successfully Completed.

Thank you for using our online services.
Your Record Number is 23-AQ30-0002-APP.


You will need this number to check the status of your application.




Permittee Certification

- ❑ If you are not the Permittee for this Application, system will send a notification from eipas@mass.gov
- ❑ Review the email and follow all steps accordingly

Application Submission Notification 23-AQ33-0005-APP

 EIPAS <eipas@mass.gov>
To: Kalagarla, Sneha (EEA)

 AQ33-POR_20230207_165727.pdf
48 KB

NOTICE DATE: 2/7/2023

Thank you for submitting your online application form for record type: AQ33 - LPA/CPA Consolidation Application. Your Record Number is: 23-AQ33-0005-APP.

Based on provided application's contact information, this application is required to be accepted by all parties below before the review process will begin. As the application submitter, SNEHA DEEPU L, please work with all parties to sign off certification applications which have been initiated. Also please refer to below instructions to continue:

Please note: Before accepting, review the attached Proof of Record, also to review the supporting attachments and the additional proof of records for the supplemental forms (if applicable), log in to EEA ePlace Portal and click on My Record tab. Click the Record Number provide above and click on Record Info and select Attachments to view all the additional documents.

When all certification applications are submitted, an updated notification will be sent out with further instructions.

1. Permittee Certification:

As the application's Permittee, **STEVE KENYON**, please review and submit the certification application **23TMP-000209**

NOTE: All certification applications can be found by login to EEA ePLACE Portal and under My Records tab.

You can track the progress of your submission through the review process at the following link: <https://testaca.eea.mass.gov/citizenaccess/>.

Need Help using the Web Portal? For technical assistance in using the portal <https://testaca.eea.mass.gov/citizenaccess/> to submit or access your 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 Federal observed holidays. If you prefer, you can also e-mail us at ePLACE_helpdesk@state.ma.us.

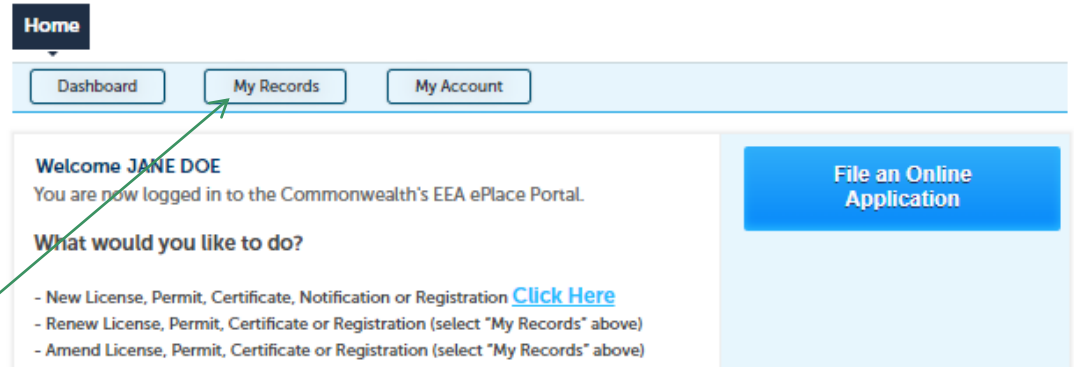


Permittee Certification

- ❑ Log on to EEA ePlace portal
 - <https://eplace.eea.mass.gov/citizenaccess>
- ❑ Go to “My Records” page to the Permittee Certification Record
- ❑ The Permittee Certification Record will be listed along with its associated Application Number
- ❑ Select “Resume Application”



EEA ePlace Portal

A screenshot of the "My Records" page in the EEA ePlace Portal. It shows a table of records with columns: Date, Record Number, Record Type, Facility/Location Address, Status, Action, Expiration Date, and Legacy ID. The first record is an "AQ33 - LPA/CPA Consolidation Application" with status "Acceptance Pending". The second record is a "Permittee Certification" with status "Acceptance Pending". A red box highlights the second record, and a green arrow points from the "Resume Application" link in the "Action" column to the "Resume Application" text in the "Action" column of the same row.

Date	Record Number	Record Type	Facility/Location Address	Status	Action	Expiration Date	Legacy ID
02/07/2023	23-AQ33-0005-APP	AQ33 - LPA/CPA Consolidation Application	AL & SONS SERVICE STATION 638 HIGH ST MEDFORD MA 02155	Acceptance Pending			
02/07/2023	23TMP-000209	Permittee Certification	AL & SONS SERVICE STATION 638 HIGH ST MEDFORD MA 02155	Acceptance Pending	Resume Application		23-AQ33-0005-APP

Permittee Certification

❑ The facility information and Application details are populated

❑ Please verify the information

Permittee Certification

1 Application Information	2 Review	3 Application Submitted
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Step 1: Application Information > Page 1 of 1 * indicates a required field.

Facility Information

Please identify the facility for this application. In the "Name" box enter the facility name or a part of it and then click the "Search" button to see a list of results. Click the button to the left of your facility and then click the "Select" button. If your facility is not on the list, click "Cancel" and try searching by address instead of Name. If you cannot find your facility, type in the data for the boxes with an asterisk and go on to the next section without clicking "Search". CAUTION some applications are restricted to existing Facilities and do not allow creating new ones. If you cannot find your Facility or add a new one, please contact the appropriate DEP Regional Office.

* Facility Name:
AL & SONS SERVICE STATION

* Street #
638

* Street Name:
HIGH ST

Street Name 2

* City:
MEDFORD

* State:
MA

* Zip:
02155

Latitude
42.42032281

Longitude
-71.14176082

DEP Facility ID:
136363

AQ ID:

HW ID:
MAD982199739

TRI ID:

LES ID:

PWS ID:

Search Clear

Application Summary

Application Number:
23-AQ33-0005-APP

Application Name:
AQ33 - LPA/CPA Consolidation Application

Application Submitted Date:
02/07/2023



Permittee Certification

- ❑ Review the Proof of Record i.e., copy of the submitted Application
- ❑ Please read the instructions and proceed accordingly
- ❑ Click “Continue Application” to proceed



EEA ePlace Portal

Application Detail Report

When uploading file document(s) the maximum file size allowed is 50 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.
.bat;.bin;.dll;.exe;.js;.msi;.sql;.vbs;.ade;.adp;.chm;.cmd;.com;.cpl;.hta;.ins;.isp;.jar;.jse;.lib;.lnk;.mde;.msc;.msp;.mst;.php;.pif;.scr;.sct;.shb;.sys;.vb;.vbe;.vxd;.wsc;.wsf;.wsh are disallowed file types to upload.

Name	Type	Size	Latest Update	Description	Action
AQ33-POR_20230207_165715.pdf	Proof of Record	48.07 KB	02/07/2023	Application - 23-AQ33-0005-AP.. read more	Actions ▾

Permittee Acceptance

By accepting this application, you are certifying that you have reviewed the application (copy of application is attached in the above section). To review the additional supporting attachments and any additional proof of records for the supplemental forms (if applicable), please click save and resume button at the end of the page. When in the "My Records" page, click on the Record number for this application and click on "Record Info", select attachments to review the documents.

If you do not accept this application, please provide reason and work with the application submitter to make the necessary changes/updates.

• As the Permittee do you accept this application?:
☒ Yes ☐ No

Permittee Signatory Authority

If you are the Permittee for this application, please fill the below section.

Organization Name: *

Source of Signatory Authority: *

Title: *

Permittee Certification

Certification Statement:

I certify that I have personally examined the foregoing and am familiar with the information contained in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including possible fines and imprisonment.

By checking this box, I agree to the above certification: *

☐

Printed Name: *

Date: *

Continue Application »

Save and resume later

Permittee Certification

- ❑ The entire application is shown on a single page for your review
- ❑ If you note something you want to change, click “Edit Application”
- ❑ Otherwise, click on “Continue Application” to proceed with the submittal of your application

Permittee Certification

1 Application Information 2 Review 3 Application Submitted

Step 2: Review

[Continue Application »](#) [Save and resume later](#)

Please review the information below prior to submission. After the application has been submitted, you will not be able to make changes. To make changes after submittal you must contact the Department directly.

Review and Certification

[Edit Application](#)

Facility Information

AL & SONS SERVICE STATION | 636 HIGH ST MEDFORD MA 02155
DOP Facility ID: 156163
DOP Region: NE
HW ID: 66098709059
Facility Record ID: 25-0AC-006581

Application Summary

Application Number: 25-AQ33-0005-APP
Application Name: AQ33 - LPA/CFA Consolidation Application
Application Submitted Date: 02/07/2025

Permittee Acceptance

As the Permittee do you accept this application? No
Comment: text

Permittee Signatory Authority

Organization Name:
Source of Signatory Authority:
Title:

Permittee Certification

Certification Statement: I certify that I have personally examined the foregoing and am familiar with the information contained in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including possible fines and imprisonment.

By checking this box, I agree to the above certification: No

Printed Name:
Date:

Permittee

Individual:
JANE DOE
1 West St
Boston, MA 02118
United States

Telephone #: 123-123-1234
E-mail: jane.doe@gmail.com

[Continue Application »](#) [Save and resume later](#)



Permittee Certification - Submission Successful!

- ❑ When you submit your certification, you will receive a Record ID as confirmation
- ❑ Upon submission of your certification the system will send a notification with the complete application which include the Proof of Record of submitted Application and Permittee Certification
- ❑ Read Instructions on this notification for next steps

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DEP Applications

Permittee Certification

1 Application Information 2 Review 3 Application Submitted

Step 3: Application Submitted

✓ Successfully Completed.

Thank you for using our online services.
Your Record Number is 23-CERT-000017.

You will need this number to check the status of your application.

Application Submission Successful 23-AQ-0006-AMD

EIPAS <eipas@mass.gov>
To: Kalagarla, Sneha (EEA); sneha.kalagarla@gmail.com

23-CERT-000020_POR.pdf 59 KB 23-AQ-0006-AMD_POR.pdf 60 KB

NOTICE DATE: 2/14/2023

Thank you for submitting your online application form for record type: AQ - General Administrative Amendment. Your Record number is 23-AQ-0006-AMD.

Fee Exempt Status or Hardship Status Requested: If your application indicated a Fee Exempt Status, MassDEP will review your request. If your fee exempt status is not approved you will be contacted with instructions for paying the fee. If your application indicated a request for hardship status, your request will be reviewed and you will be contacted with the final determination.

You can track the progress of your submission through the review process at the following link: <https://testaca.eea.mass.gov/citizenaccess/>

To meet Federal Reporting requirements for EPA's Cross-Media Electronic Reporting Rule (CROMERR), you are required to print this entire email, and to sign the below certifying that you have submitted the Application identified in this email.

This form must be signed and mailed to the address below. Failure to complete this step may result in delay of review of your application.

I certify that I have submitted application # 23-AQ-0006-AMD

Printed Name _____ Signature _____ Date _____

Please return signed document to:
MassDEP
ePLACE Confirmations
100 Cambridge St, Suite 900
Boston, MA 02114

Need Help using the Web Portal? For technical assistance in using the portal <https://testaca.eea.mass.gov/citizenaccess/> to submit or access your 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 Federal observed holidays. If you prefer, you can also e-mail us at ePLACE_helpdesk@state.ma.us.



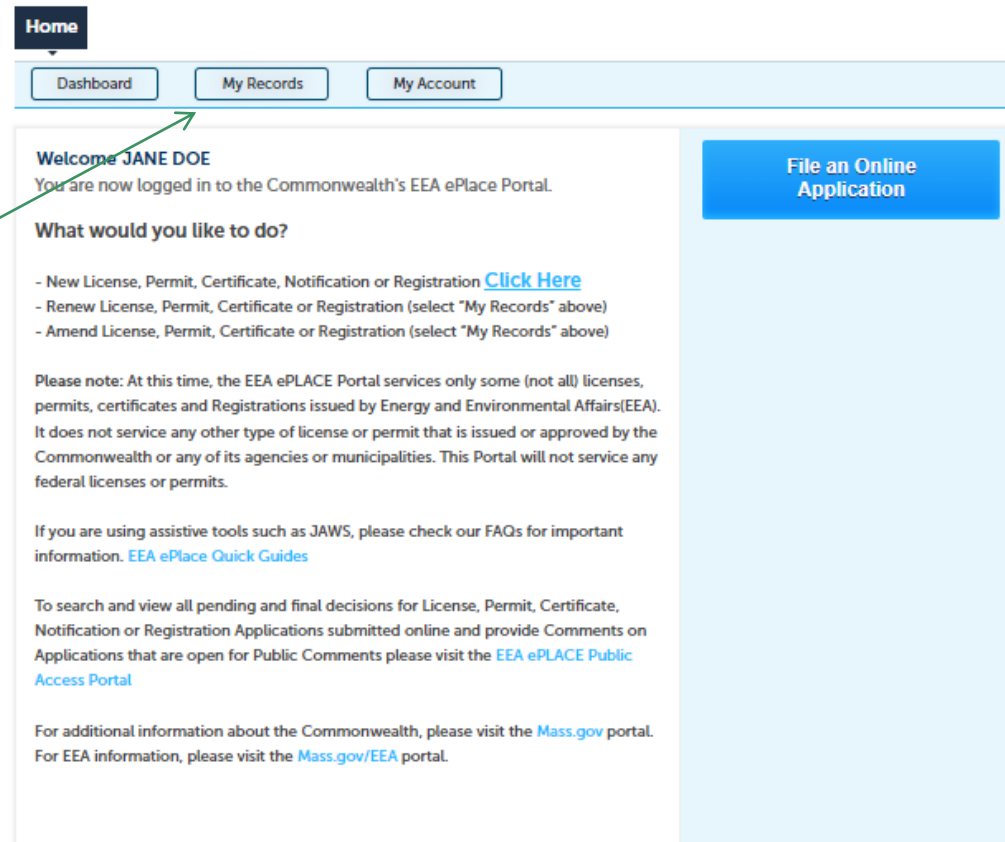
EEA ePlace Portal

To check the status of an application

- ❑ Log on to EEA ePlace portal

➤ <https://eplace.eea.mass.gov/citizenaccess>

- ❑ Go to your “My Records” page to see and/or track the status of an application



Questions?

For technical assistance:

- ▶ Contact the ePlace Help Desk Team at (844) 733-7522
- ▶ Or send an email to: ePLACE_helpdesk@state.ma.us

For business related questions, please visit the link below:

[AQ 30: Carbon Dioxide \(CO2\) Budget Emission Control Plan | Mass.gov](#)



EEA ePlace Portal