



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

CAP-IA

Insignificant Activities

Air Quality Permit Program

Doc Type: Permit Application

Instructions on Page 2

- 1) AQ Facility ID No.: _____
- 2) Facility Name: _____
- 3) Check and describe insignificant activities:

	Rule Citation	Description of activities at the facility
<input type="checkbox"/>	7007.1300, subp. 3(A)	
<input type="checkbox"/>	7007.1300, subp. 3(B)(1)	
<input type="checkbox"/>	7007.1300, subp. 3(B)(2)	
<input type="checkbox"/>	7007.1300, subp. 3(C)	
<input type="checkbox"/>	7007.1300, subp. 3(D)	
<input type="checkbox"/>	7007.1300, subp. 3(E)(1)	
<input type="checkbox"/>	7007.1300, subp. 3(E)(2)	
<input type="checkbox"/>	7007.1300, subp. 3(F)	
<input type="checkbox"/>	7007.1300, subp. 3(G)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(1)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(2)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(3)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(4)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(5)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(6)	
<input type="checkbox"/>	7007.1300, subp. 3(H)(7)	
<input type="checkbox"/>	7007.1300, subp. 3(I)	

	Rule Citation	Description of activities at the facility
<input type="checkbox"/>	7007.1300, subp. 3(J)	
<input type="checkbox"/>	7007.1300, subp. 3(K)	
<input type="checkbox"/>	7007.1300, subp. 4	
<input type="checkbox"/>	7008.4100	
<input type="checkbox"/>	7008.4110	

4) If you are applying for an option 1 capped permit for your facility, have you included all quantifiable insignificant activities on the appropriate forms (e.g. CAP-GI-04, CAP-GI-05B, CAP-GI-05C, CAP-GI-07, etc)?

☐ Yes ☐ No I am applying for an option 2 capped permit.

Form CAP-IA Instructions

Three tables of insignificant activities are provided below.

- **Table IA-01.1, Insignificant Activities Not Required to be Listed**, specifies those activities that **do not** need to be included in your permit application.
 - **Table IA-01.2, Insignificant Activities Required to be Listed**, specify those activities that must be included in your application, on the CAP-IA form.
 - **Table IA-01.3, Conditionally Insignificant Activities**, specify those activities that must be included in your application, on the CAP-IA form.
- 1) AQ Facility ID No. --** Fill in your Air Quality (AQ) Facility identification (ID) Number (No.) as listed on Form CAP-GI-01, item 1a.
 - 2) Facility Name --** Enter your facility name as listed on Form CAP-GI-01, item 2.
 - 3) Description of Activities -** Check the boxes for the insignificant activities listed in Tables IA-01.2 and IA-01.3 that take place at your stationary source. For each checked activity, provide a brief description of the activity taking place at your stationary source. Fill out a separate row for each listed activity. Provide enough detail in your description so it is clear how the emission unit(s) at your source meet the definition of the insignificant activity. For example, insignificant activity subpart 3(E)(1) corresponds to gasoline storage tanks with a combined total tankage capacity of not more than 10,000 gallons. If you have gasoline storage tanks that meet this definition, indicate the total capacity of your tanks to show that it is under 10,000 gallons. If you run out of room on the table, make additional copies of the form.
 - 4)** Minn. R. 7007.1145, subp. 2(D)(2) requires that a facility applying for an **option 1** permit provide emissions information for all insignificant activities listed in Minn. R. 7007.1300, subp. 3 and conditionally insignificant activities for which emission factors or other calculation methods exist. These are considered "quantifiable" insignificant activities and **you must treat quantifiable insignificant activities as you would a customary emissions unit using the appropriate forms (e.g., CAP-GI-04, CAP-GI-05B, CAP-GI-05C, CAP-GI-07, etc.).** The part 7007.1300, subpart 3 activities the Minnesota Pollution Control Agency (MPCA) believes are generally **unquantifiable** (i.e. emission factors or calculation methods do not exist) are: item B, subitem (1); item C; item D; item F; and item H, subitems (1), (2), (4), (5), and (6). If your facility has activities not on this list that you believe are also unquantifiable, please provide your justification as part of this form. In addition, if you have information that would allow you to quantify activities that the MPCA believes are generally unquantifiable, you must treat these activities as you would a customary emissions unit. If you are applying for an option 2 permit, you need only list the insignificant activities on this form and not on the other forms.

Table IA-01.1 Insignificant Activities Not Required to be Listed

The activities described below are **not required to be listed** in your permit application under Minn. R. 7007.0500, subp. 2(C)(2).

Subp. 2(A)	<p>Fuel use:</p> <ol style="list-style-type: none"> 1. production of hot water for on-site personal use not related to any industrial process; 2. fuel use related to food preparation by a restaurant or cafeteria; and 3. fuel burning equipment with a capacity less than 19,000 British thermal unit (Btu) per hour, but only if the combined total capacity of all fuel burning equipment at the stationary source with a capacity less than 19,000 Btu per hour is less than or equal to 420,000 Btu/hour.
------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

(Table IA-01.1 Insignificant Activities Not Required to be Listed, continued)

Subp. 2(B)	<p>Plant upkeep:</p> <ol style="list-style-type: none">1. routine housekeeping or plant upkeep activities not associated with primary production processes at the stationary source, such as: painting buildings, retarring roofs, paving parking lots, but excluding use of spray paint equipment.2. routine maintenance of buildings, grounds, and equipment;3. use of vacuum cleaning systems and equipment for portable steam cleaning;4. clerical activities such as operating copy machines and document printers, except operation of such units on a commercial basis;5. janitorial activities; and6. sampling connections used exclusively to withdraw materials for laboratory analysis and testing.
Subp. 2(C)	<p>Fabrication operations:</p> <ol style="list-style-type: none">1. equipment used for the inspection of metal products;2. equipment used exclusively for forging, pressing, drawing, spinning, or extruding cold metals;3. equipment used exclusively to mill or grind coatings and molding compounds where all materials charged are in paste form; and4. mixers, blenders, roll mills, or calendars for rubber or plastics for which no materials in powder form are added and in which no organic solvents, diluents, or thinners are used.
Subp. 2(D)	<p>Processing operations:</p> <ol style="list-style-type: none">1. closed tumblers used for cleaning or deburring metal products without abrasive blasting;2. equipment for washing or drying fabricated glass or metal products, if no Volatile Organic Compounds (VOCs) are used in the process, and no gas, oil, or solid fuel is burned;3. equipment venting particulate matter (PM) or particulate matter less than 10 microns (PM₁₀) inside a building provided that emissions from the equipment:<ol style="list-style-type: none">(a) are vented inside of the building 100 percent of the time; and(b) do not use air filtering systems used to control indoor air emissions; and4. blast cleaning operations using suspension of abrasive in water.
Subp. 2(E)	<p>Storage tanks:</p> <ol style="list-style-type: none">1. pressurized storage tanks for anhydrous ammonia, liquid petroleum gas (LPG), liquid natural gas (LNG), or natural gas;2. storage tanks holding lubricating oils;3. above and below ground fuel oil storage tanks with a combined total tankage capacity of less than 100,000 gallons; and4. gasoline storage tanks with a combined total tankage capacity of less than 2000 gallons.
Subp. 2(F)	<p>Drain, waste, and vent piping:</p> <ol style="list-style-type: none">1. stacks or vents to prevent escape of sewer gases through plumbing traps, not including stacks and vents associated with processing at wastewater treatment plants;2. sewer maintenance access covers and shafts;3. sludge and septage landspreading sites;4. sludge loadout pumping operations for publicly owned treatment works with a design flow less than 5,000,000 gallons per day; and5. odor control systems on components of publicly owned treatment works collection systems.
Subp. 2(G)	<p>Residential activities: typical emissions from residential structures, not including the following:</p> <ol style="list-style-type: none">1. fuel burning equipment with a total capacity of 420,000 Btu/hour or greater; and2. emergency backup generators.
Subp. 2(H)	<p>Recreational activities-use of the following for recreational purposes:</p> <ol style="list-style-type: none">1. fireplaces;2. barbecue pits and cookers; and3. kerosene fuel use.
Subp. 2(I)	<p>Health care activities: activities and equipment directly associated with the diagnosis, care, and treatment of patients in medical or veterinary facilities or offices, not including support activities such as power plants, heating plants, emergency generators, incinerators, or other units affected by applicable requirements as defined in Minn. R. 7007.0100, subp. 7.</p>

(Table IA-01.1 Insignificant Activities Not Required to be Listed, continued)

Subp. 2(J)	<p>Miscellaneous:</p> <ol style="list-style-type: none"> 1. safety devices, such as fire extinguishers, if associated with a permitted emission source, but not including sources of continuous emissions; 2. flares to indicate danger to the public; 3. vehicle exhaust emissions from the operation of mobile sources at a stationary source; 4. purging of natural gas lines; 5. natural draft hoods, natural draft ventilation, comfort air conditioning, or comfort ventilating systems not designed or used to remove air contaminants generated by, or released from specific units of equipment; 6. funeral home embalming processes and associated ventilation systems; and 7. use of consumer products, including hazardous substances as that term is defined in the Federal Hazardous Substances Act, where the product is used at academic and health care institutions in the same manner as normal consumer use.
Subp. 2(K)	Demonstration project conducted by a teaching institution, where the sole purpose of a demonstration project is to provide an actual functional example of a process unit operation to the students or other interested persons, where actual operating hours of each emissions unit must not exceed a total of 350 hours in a calendar year and where the emissions unit is not used to dispose of waste materials.

Table IA-01.2 Insignificant Activities Required to be Listed

The activities described below must be listed in your permit application. If you are applying for an **Option 1** capped emission permit, then you **must** calculate emissions from these insignificant activities that are quantifiable and include them in your permit application on the appropriate forms (e.g., CAP-GI-04, CAP-GI-05B, CAP-GI-05C, CAP-GI-07, etc.). The part 7007.1300, subpart 3 activities the MPCA believes are generally **unquantifiable** (i.e. emission factors or calculation methods do not exist) are: item B, subitem (1); item C; item D; item F; and item H, subitems (1), (2), (4), (5), and (6). If your facility has activities not on this list that you believe are also unquantifiable, please provide your justification as part of this form. In addition, if you have information that would allow you to quantify activities that the MPCA believes are generally unquantifiable, you must treat these activities as you would a customary emissions unit.

Subp. 3(A)	Fuel use: space heaters fueled by, kerosene, natural gas, or propane, but only if the combined capacity of all space heaters at the stationary source is less than or equal to 420,000 Btu/hour. A space heater is a heating unit that is not connected to piping or ducting to distribute the heat.
Subp. 3(B)	<p>Furnaces, boilers, and incinerators:</p> <ol style="list-style-type: none"> 1) infrared electric ovens; and 2) fuel burning equipment with a capacity less than 420,000 Btu/hour but only if the total combined capacity of all fuel burning equipment at the stationary source with a capacity less than 420,000 Btu per hour is less than or equal to 1,400,000 Btu/hour.
Subp. 3(C)	Fabrication operations: equipment used exclusively for forging, pressing, drawing, spinning, or extruding hot metals.
Subp. 3(D)	Processing operations: open tumblers with a batch capacity of 1,000 pounds or less.
Subp. 3(E)	<p>Storage tanks:</p> <ol style="list-style-type: none"> 1. gasoline storage tanks with a combined total tankage capacity of not more than 10,000 gallons; and 2. non-hazardous air pollutant VOC storage tanks with a combined total tankage capacity of not more than 10,000 gallons of non-hazardous air pollutant VOCs and with a vapor pressure of not more than 1.0 psia at 60 degrees Fahrenheit.
Subp. 3(F)	Cleaning operations: commercial laundries, not including dry cleaners and industrial laundries.
Subp. 3(G)	Emissions from a laboratory, as defined in this item. "Laboratory" means a place or activity devoted to experimental study or teaching in any science, or to the testing and analysis of drugs, chemicals, chemical compounds or other substances, or similar activities, provided that the activities described in this sentence are conducted on a laboratory scale. Activities are conducted on a laboratory scale if the containers used for reactions, transfers, and other handling of substances are designed to be easily and safely manipulated by one person. If a facility manufactures or produces products for profit in any quantity, it may not be considered to be a laboratory under this item. Support activities necessary to the operation of the laboratory are considered to be part of the laboratory. Support activities do not include the provision of power to the laboratory from sources that provide power to multiple projects or from sources which would otherwise require permitting, such as boilers that provide power to an entire facility.

(Table IA-01.2 Insignificant Activities Required to be Listed, continued)

Subp. 3(H)	<p>Miscellaneous:</p> <ol style="list-style-type: none"> 1. equipment used exclusively for packaging lubricants or grease; 2. equipment used for hydraulic or hydrostatic testing; 3. brazing, soldering or welding equipment; 4. blueprint copiers and photographic processes; 5. equipment used exclusively for melting or application of wax; 6. nonasbestos equipment used exclusively for bonding lining to brake shoes; and 7. cleaning operations: alkaline/phosphate cleaners and associated cleaners and associated burners.
Subp. 3(I)	<p>Individual emissions units at a stationary source, each of which have a potential to emit the following pollutants in amounts less than:</p> <ol style="list-style-type: none"> 1. 4,000 lbs/year of carbon monoxide; 2. 2,000 lbs/year each of nitrogen oxide, sulfur dioxide, particulate matter, particulate matter less than ten microns, volatile organic compounds (including hazardous air pollutant-containing VOC), and ozone; and 3. 1,000 tons/year of Carbon Dioxide Equivalent (CO₂e).
Subp. 3(J)	Fugitive Emissions from unpaved roads and parking lots, except from a stationary source applying for an Option D registration permit under Minn. R. 7007.1130.
Subp. 3(K)	Infrequent use of spray paint equipment for routine housekeeping or plant upkeep activities not associated with primary production processes at the stationary source, such as spray painting of buildings, machinery, vehicles, and other supporting equipment.

Table IA-01.3 Conditionally Insignificant Activities

The activities described below must be listed in your permit application. If you are applying for an **Option 1** capped emission permit, then you **must** calculate emissions from these insignificant activities and include them in your permit application on the appropriate forms (e.g., CAP-GI-04, CAP-GI-05B, CAP-GI-05C, CAP-GI-07, etc.).

7008.4100	Total VOC Usage at the stationary source less than 200 gallons or 2000 pounds in each calendar year. See Minn. R. 7008.4100 for recordkeeping and calculation requirements for this activity.
7008.4110	<p>Emissions from equipment venting particulate matter (PM) or particulate matter less than 10 microns (PM₁₀) inside a building, provided that emissions from the equipment are:</p> <ol style="list-style-type: none"> (A) filtered through an air cleaning system; and (B) vented inside of the building 100 percent of the time.