



**Minnesota Pollution
Control Agency**

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

GI-03-R

**Building and Structure Information and
Stack/Vent Diagram for Title V Reissuance**
Air Quality Permit Program

Doc Type: Permit Application

Instructions on Page 2

- 1) AQ Facility ID No. (first 8 digits of permit number): _____
- 2) Facility Name: _____

To complete this form, you will need the colored sheet(s) labeled *Facility Description: Buildings (BG)*.

- 3) Review the information on the colored sheet(s) labeled "Facility Description: Buildings (BG)." Is the information on the form complete and accurate (i.e., are all the buildings comprising your facility identified correctly and completely on the form, and are all the buildings on the form still in existence at the facility)?
- ☐ Yes – The "Facility Description: Buildings (BG)" form is complete and accurate. No changes are necessary. Go to Question 7. Return this form and the colored sheet(s) labeled "Facility Description: Buildings (BG)" with your application.
- ☐ No – Go to Question 4.
- 4) Are there changes to be made that are administrative in nature (e.g., typographical errors, description changes)?
- ☐ Yes – Using a red pen, make those changes on the colored sheet. Go to Question 5.
- ☐ No – Go to Question 5.
- 5) Are there buildings listed that are no longer in existence?
- ☐ Yes – Using a red pen, draw a line through those listings. Go to Question 6.
- ☐ No – Go to Question 6.
- 6) Are there buildings that are not listed?
- ☐ Yes. Complete one line on the following table for each building not already listed on the colored sheet(s). Return this form and the colored sheet(s) with your application.
- ☐ No – Done with this form. Return this form and the colored sheets labeled "Facility Description: Buildings (BG)" with your application.

a)	b)	c)	d)	e)
Bldg ID No.	Length (ft.)	Width (ft.)	Roof Height From Ground (ft.)	Description / Comments

- 7) Stack/Vent Diagram: (attach separate sheets)

Instructions for Form GI-03-R

- 1) **AQ Facility ID No.** -- Fill in your Air Quality (AQ) Facility identification (ID) Number (No.) as indicated on Form GI-01-R, item 1.
- 2) **Facility Name** -- Enter your facility name as indicated on Form GI-01-R, item 2.

For each building at the facility, fill in a separate row of this form.

- a) **Building ID Number** -- Number the buildings consecutively beginning with 001, or with the next consecutive number following the last one listed on the colored sheet(s) labeled "Facility Description: Buildings (BG)"
- b) **Length** -- Enter the maximum horizontal building dimension in feet.
- c) **Width** -- Enter the minimum horizontal building dimension in feet.
- d) **Roof Height from Ground** -- For buildings with flat roofs, enter the roof height above grade in feet. For buildings with sloped roofs, enter the roof peak (highest roof height) above grade in feet.
- e) **Description/Comments** -- Enter a brief description of the building or portion thereof (e.g., boiler house, crusher building, baghouse structure, maintenance building, process line number, heating section, cooling section, etc.)

Note: Tiered buildings and groups of buildings should follow the "Guidelines for Determination of Good Engineering Practice Stack Height (Technical Support Document for the Stack Height Regulations), (Revised)", EPA-450/1-80-023R, prepared by the U.S. Environmental Protection Agency, Research Triangle Park, NC 27711.
<http://www.epa.gov/scram001/guidance/guide/gep.pdf>

- 7) **Stack/Vent Diagram** -- Provide a plan view site diagram of the facility showing all buildings with building ID numbers. Show the location of each stack/vent, of each fugitive emission source, and each storage tank. This must be included even if it is the same as the diagram included in a previous application. Include an ID number (from the "Facility Description: Stack/Vents (SV)" form or the supplemental information form GI-04-R) for each stack/vent. Include building roof height on this drawing. For buildings with a flat roof, only the roof height needs to be given. For buildings with sloping roofs, use a dashed line to indicate the peak of the roof, and provide both the height of the peak and the height of the roof at the edge. Include the property line and provide the distance from each stack/vent to the nearest property line or do a drawing of the entire property to scale. On all attached sheets, please include the AQ Facility ID No. and Facility Name in the upper left hand corner of each additional sheet.

The following figure is an **example** of what a facility and stack/vent diagram might look like; yours will be different.

where: SV indicates a stack or a vent and,

FS indicates a fugitive source

