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| Minnesota Pollution Control Agency (MPCA), 520 Lafayette Road North, St. Paul, MN 55155-4194 | | | CH-02  Action type determination  Air Quality Permit Program  *Doc Type: Permit Application* | | |
| **1a)** AQ Facility ID number: | |  | | **1b)** Agency Interest ID number: |  |
| **2)** Facility name: |  | | | | |

Answer the questions on this form, referring to and completing the additional forms as directed, to determine if a permit or amendment is required (and if so what type), or if a notification is required.

1. Does the change consist only of a change in facility ownership or operational control, facility ownership name, or facility name?

No. Go to question 4.

Yes. Use the Minnesota Pollution Control Agency (MPCA) e-Services for an administrative amendment (found on the MPCA website at <https://www.pca.state.mn.us/data/e-services>). Physical applications received for an administrative amendment will be denied.

1. Does the change consist only of the extension of a deadline by no more than 120 days? The deadline must be one which MPCA has authority to extend, or the answer to this question must be “no.”

No. Go to question 5.

Yes. Use MPCA’s e-Services for an administrative amendment (found on the MPCA website at <https://www.pca.state.mn.us/data/e-services>). Physical applications received for an administrative amendment will be denied.

1. Does the proposed change or modification require a major amendment? To answer this question, use form CH-03 and all forms referenced therein. Include these forms in your submittal, unless otherwise noted on form CH-12 or CH-09, if applicable.

Yes. The proposed change consists only of amending existing permit requirements related to **monitoring, reporting, or recordkeeping** as shown by item 2 on form CH-03. Go to question 12.

Yes. The proposed change is a major amendment as indicated by one or more questions for items 3 through 9 on form CH-03. Go to question 10.

No. Go to question 6.

1. Does the entire proposed change or modification consist **only** of insignificant activities described in Minn. R. 7007.1300, subparts 2 and/or 3, and/or conditionally insignificant activities in compliance with Minn. R. 7008,4000 to 7008.4110?

Yes. The proposed change qualifies as an insignificant modification under Minn. R. 7007.1250, subp. 1.A. If the  
modification triggers new monitoring, record keeping, or reporting requirements under applicable requirements or   
Minn. R. 7007.0100 to 7007.1850, then you must initiate an administrative amendment under Minn. R. 7007.1400 to include the new requirements no more than 30 days after making the modification. Use MPCA’s e-Services for an administrative amendment (found on the MPCA website at <https://www.pca.state.mn.us/data/e-services>). Physical applications received for an administrative amendment will be denied unless specifically instructed within the MPCA e-Service.

If the proposed change also meets the conditions of Minn. R. 7007.1250, subp. 4, then you must notify the MPCA using form CH-12. Go to question 7.

No. Part of the project is not one of the listed insignificant activities listed in Minn. R. 7007.1300, subp. 2 and/or 3 or the conditionally insignificant activities listed in Minn. R. 7008.4000 to 7008.4110. Go to question 7.

1. Can the change be done through an administrative amendment? You **may** apply for an administrative amendment for several other reasons not listed above. These reasons are listed in Minn. R. 7007.1400, subp. 1.

Yes. Use MPCA’s e-Services for an administrative amendment (found on the MPCA website at <https://www.pca.state.mn.us/data/e-services>). Physical applications received for an administrative amendment will be denied.

No. Go to question 8.

1. Can the change be made through the “contravening permit terms” provision? Use form CH-09 to determine Yes or No.

Yes. Include form CH-09 in your submittal. Proceed to question 12.

No. Go to question 9.

1. Is a minor or moderate amendment needed? Complete form CH-10 to determine Yes or No.

Yes. Include form CH-10 in your submittal. Go to question 10.

No. Complete form CH-12 to determine what notification or recordkeeping requirements apply. Proceed to question 12.

1. Complete form CH-11 to determine your status with regard to crossing permit thresholds, and indicate that status below.

This change can be made through the permit amendment provisions of Minn. R. 7007.1450 or 7007.1500. Include form CH-11 in your submittal. Proceed to question 11.

This change requires issuance of a Title V or State operating permit. Submit a completed *Total facility application*. You are done with this form.

1. Complete form CH-13 to determine what state rules apply to the equipment you are adding or the changes you are proposing, and include form CH-13 in your submittal. Then proceed to question 12.
2. In addition to this form and any forms you were instructed herein to include in your submittal, complete and submit form  
   CH-14 and any other forms or information as directed on form CH-14.