



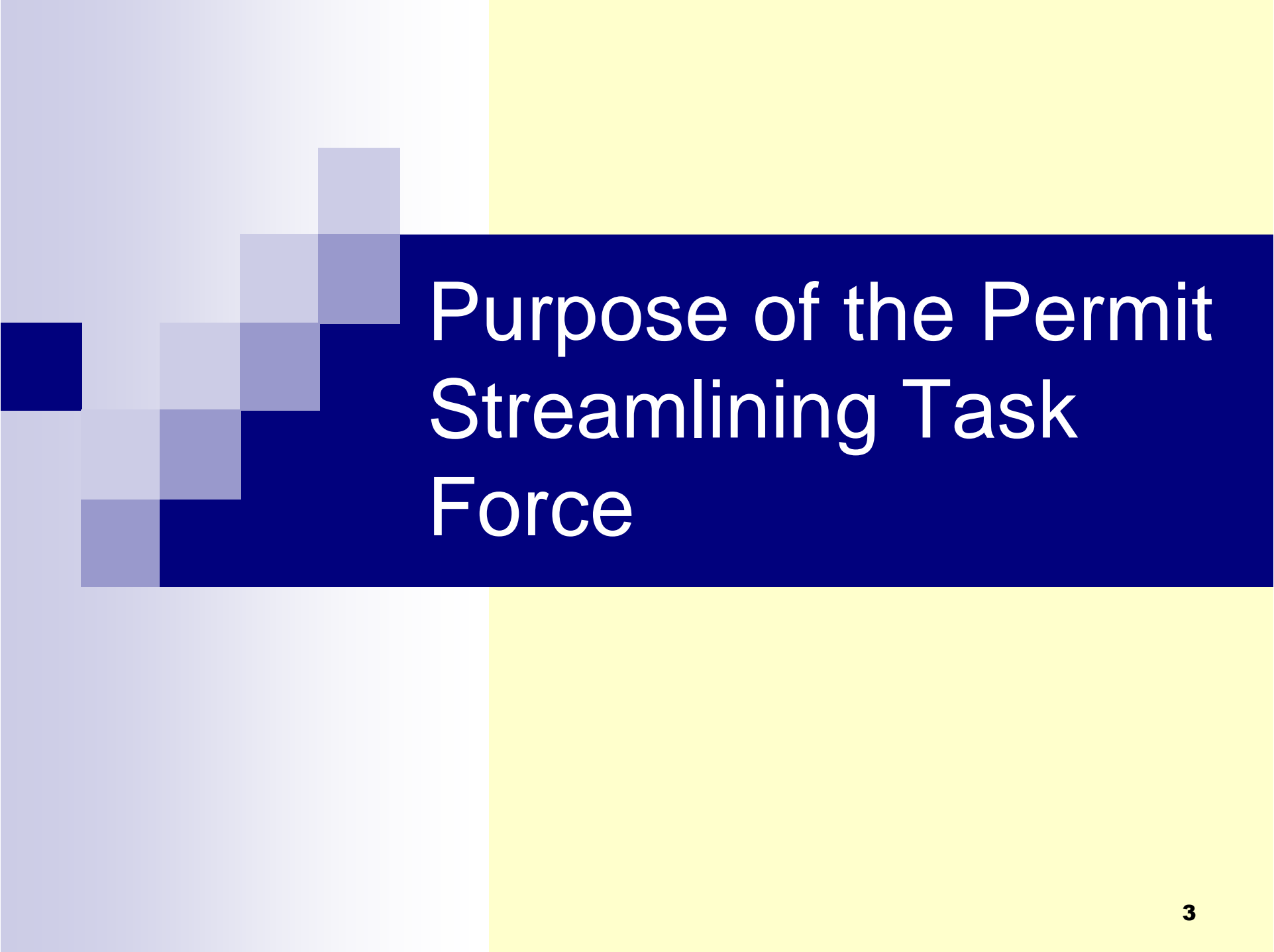
Permit Streamlining Task Force Meeting

February 9, 2005
AQMD Headquarters



Agenda

- Introduction of all Task Force Members
- Purpose of the Task Force
- Status Update of Permit Applications
- Past Permit Streamlining Measures Summary
- New Steps to Improve Permitting
- Other Suggestions for Permit Streamlining and Future Agenda Topics
- Action Items and Meeting Schedule



Purpose of the Permit Streamlining Task Force



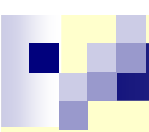
Permit Streamlining Task Force

- Purpose: Develop recommendations to expedite permitting and improve customer service for the businesses regulated by AQMD
- Formed in mid 1998 per Chairman Burke's direction
- Task force members included three Board members, representatives from industry, consultants, and environmental groups.



What was done?

- Creation of a Permit Streamlining Ombudsman and a Permit Streamlining Team.
- Evaluated suggestions from the Task Force Members & from Brainstorming sessions with staff & businesses.
- An independent contractor was hired to conduct a study of AQMD's permitting program.
- Prepared a Permit Streamlining Report with 37 specific recommendations that were approved by the Board for implementation.



Permit Streamlining Task Force Reconvened

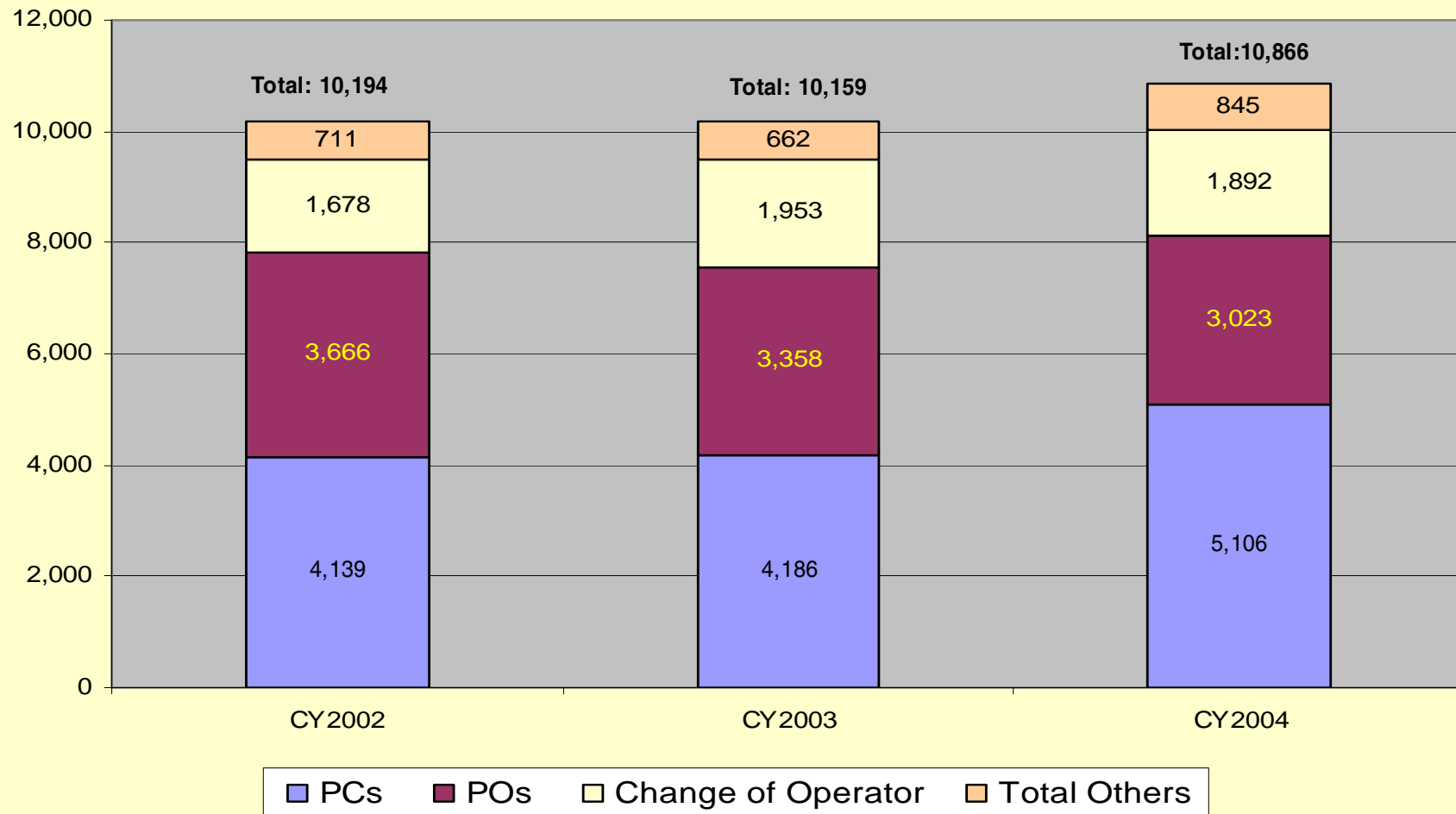
- The purpose is to evaluate further Permit Streamlining proposals and examine enhancements to permitting programs and permitting resources.



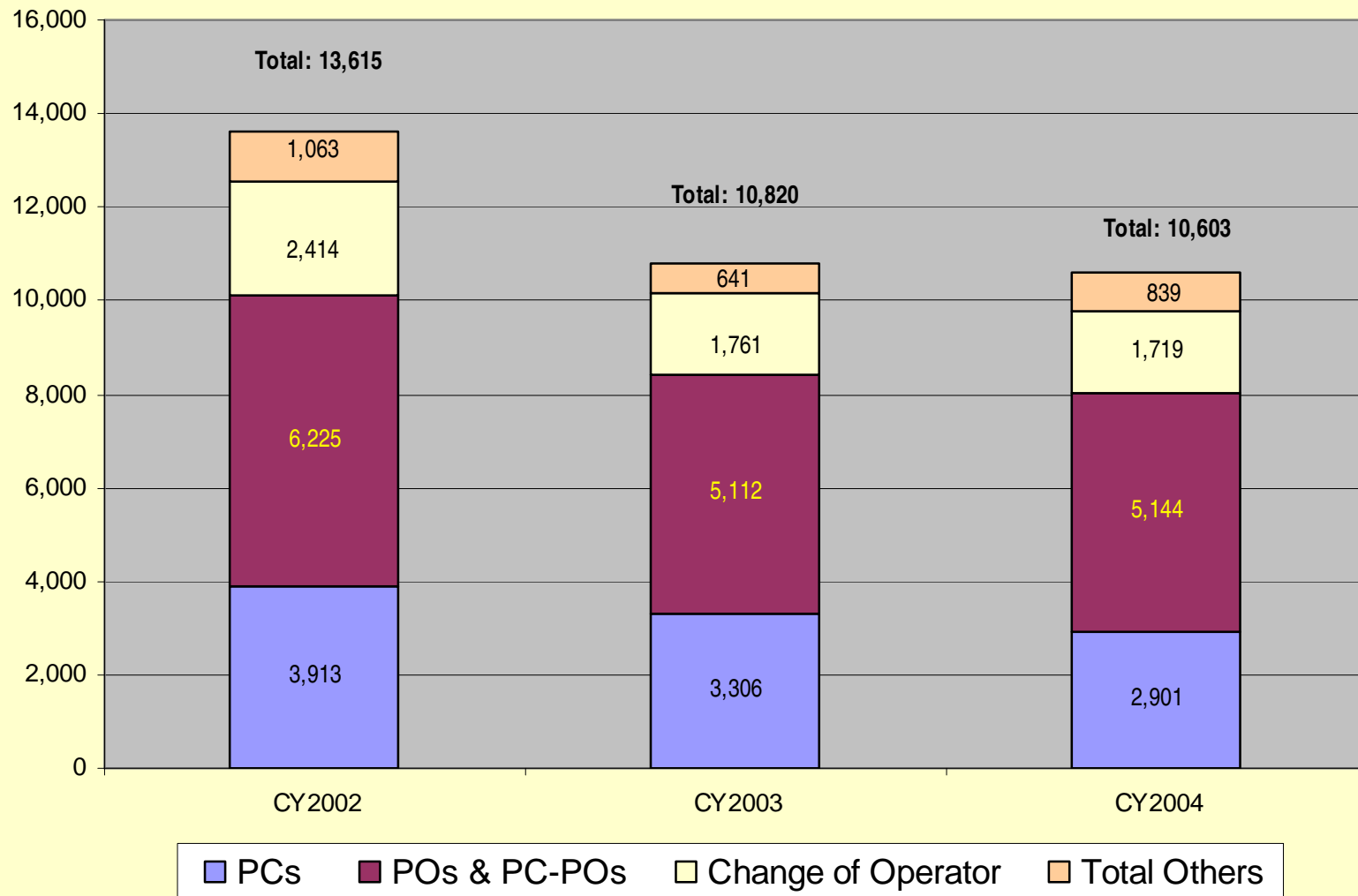
Status Update of Permit Applications

Applications Received

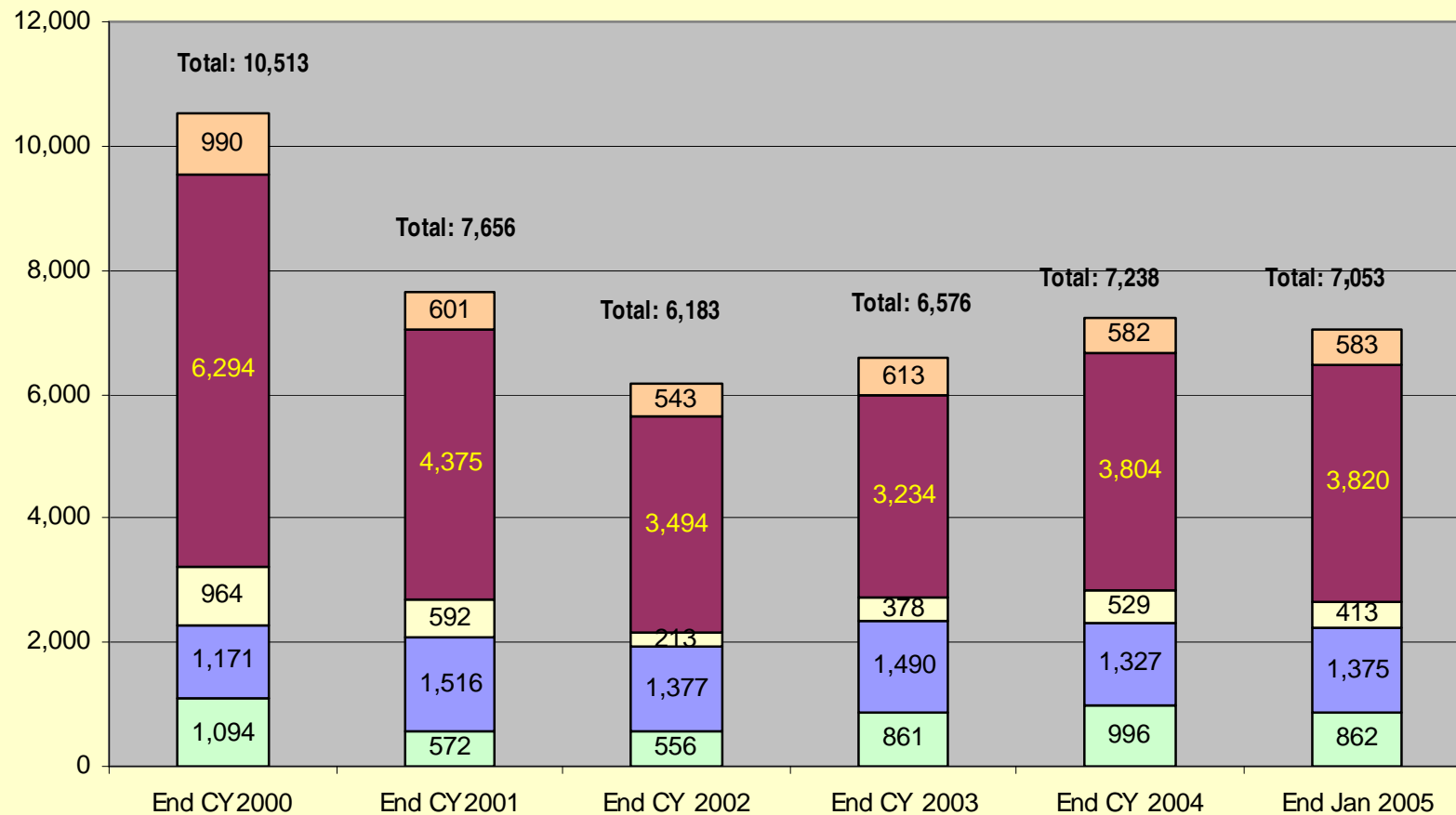
**Increase of 707
Applications
over 2003**



Applications Processed

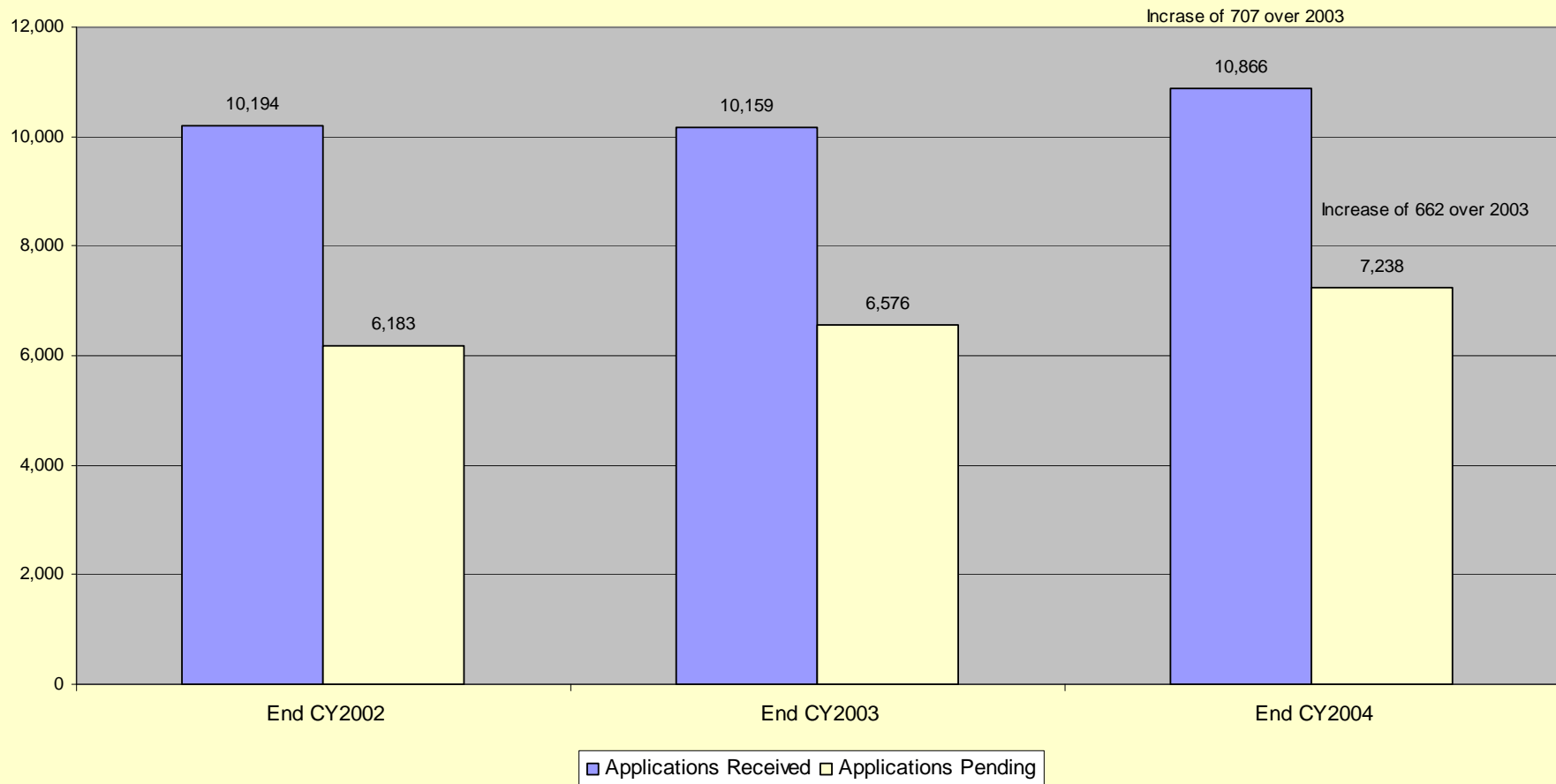


Applications Pending

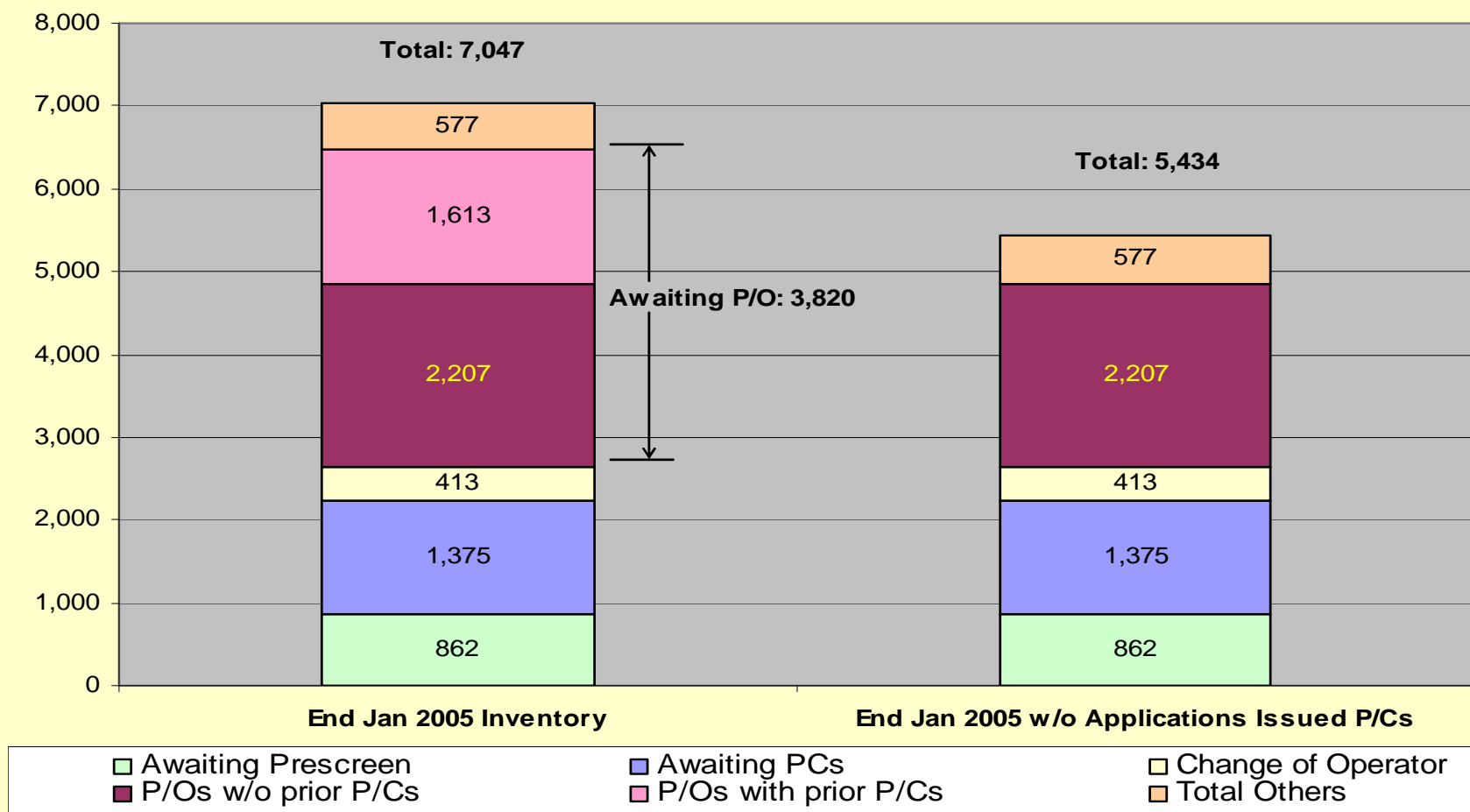


■ Awaiting Prescreen
 ■ Awaiting PCs
 ■ Change of Operator
 ■ Awaiting P/Os
 ■ Total Others

Applications Received & Pending

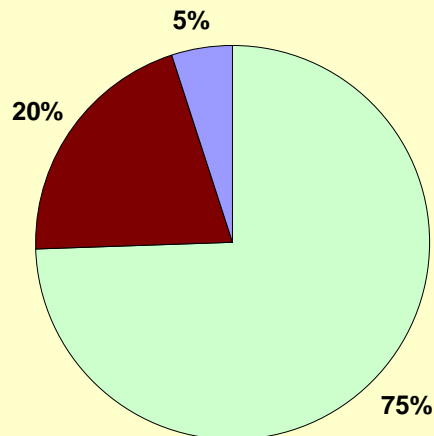


Permit Application Inventory – End of January 2005



Title V – Total of 785 Facilities

Permitting Status



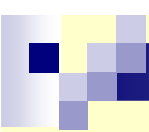
Expenditures

	Person Hours	Cost
Initial & Revised Title V Permits	175,000	\$13 Million
Total Title V Program (Permitting, Compliance, Support)	235,000	+\$17 Million

Initial Title V Permits Issued Remaining Proposed



Summary of Past Permit Streamlining Measures



Past Permit Streamlining Measures Summary

- Included thirty-seven recommendations grouped into the following 4 Categories:
 - Group A - Reduce Steps Required to Issue Permits
 - Group B - Improve Communications Internally and Externally
 - Group C - Optimize Permit Structure and Systems
 - Group D - Enhance Management and Organizational Effectiveness



Group A: Reduce Steps Required to Issue Permits

Permit Application Process

■ Permit fees

- ☐ Accept credit card payment (Discover).
- ☐ Accept applications with 85% or more of the required processing fees.

■ Pre-Screening & Tracking

- ☐ Pre-screening/deem completion at project engineer's level.
- ☐ Up-front receipt of acknowledgement letters.
- ☐ New tracking system for applications.

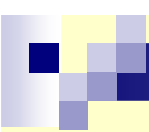
■ Streamlined Standard Permits



Group A: Reduce Steps Required to Issue Permits

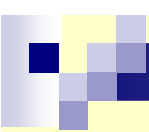
Rules Amended to Streamline Permitting

- Rule 219 and Rule 1401 were amended to clarify when permits are not required for equipment that emits toxics.
- Rule 3008- Potential to Emit Rule - Exempted from Title V several thousands low-emitting facilities with actual emissions below certain thresholds.
- Regulation XVII - Aligned AQMD's PSD program with federal requirements.
- Regulation XIII - Amended to require BACT vs. LAER and address relocations for non-major sources.



Group B: Improve Communications Internally & Externally

- Application Status Tracking on the Web
- Redesign of Permit Application Forms to:
 - Improve collection of needed information
 - Make them more user-friendly
- Web Page Updates to Provide:
 - Policies and Procedures
 - Sample permit evaluations
 - Emission factors



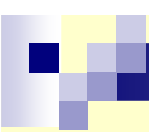
Group C: Optimize Permit Structure and Systems

■ Alternate Title V Format

- ☐ New format for Non-RECLAIM facilities
- ☐ Permits created in Microsoft Word instead of database format
- ☐ Reduced the time necessary to issue Title V permits
- ☐ Positive feedback on format from applicants

■ Enhancing Permit Processing Systems

- ☐ Improvements to existing permit processing programs for Facility Permits and Conventional Permits.
- ☐ Improve functionalities, provide more features, and ease of use.



Group D: Enhance Management Organizational Effectiveness

- Reorganization to Focus on Permitting
- Performed a Permit Processing Time Tracking Study
- Performed District Fee Audit Study
- Reflected the results of the above studies into fee Rule Amendments for Cost Recovery




New Steps to Improve Permitting



New Steps to Improve Permitting

- Better Tracking
- Elimination of bottlenecks
- Additional resources



Better Tracking

- New monthly permit reports for managers and supervisors
- Provides monthly data on the number and type of applications received, processed and pending for each permitting team.
- Weekly applications status report to Executive Management.



Elimination of Bottlenecks

Changes made to streamline application processing

- Workload Adjustments - Permit applications re-distributed to better adjust the workload with available resources
 - Non-RECLAIM Oil and Gas Production (from Refinery to Commercial)
 - Plastic Extrusion, Paint & Ink Manufacturing (from Chemical to Coatings)
- Delinquent fees – Programming and workflow changes to allow Permit Services & Finance to resolve delinquent fees issues rather than engineers.
- Expedited application approval - New Source Review (NSR) database cleanup and purging of inaccurate data.
- Facility Permits – Improvements to the program to prevent re-sequencing of the permit conditions and allow printing of selected permit sections and processes.
- Reduce application review time - Facility Permit Program changes to remove inactive applications before permit issuance (in Beta Testing).



Elimination of Bottlenecks (cont'd)

Changes under implementation to further streamline application processing

- New Risk Assessment Procedures – Development of new updated calculation spreadsheets to assist engineers in determining health risks
- New permit application forms - will improve submittal of more complete applications
- New Programs – will assist in preparation of complete permit applications
 - Enhanced NSR Updates for CPPs
 - Web based Permit Application Fee Calculator



Additional Resources

- Hiring of 5 additional engineers
- Increase average applications processed by approximately 455 applications a year
- Industry funded positions