

SANTA BARBARA COUNTY
AIR POLLUTION CONTROL DISTRICT
POLICIES AND PROCEDURES

Policy No.	<u>6100.027.1991</u> Div Pol Yr	Draft	<u> </u>
Supersedes No.	<u>6100.024.1990</u> Div Pol Yr	Final	<u> x </u>
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Topic:	<u>Reevaluation Fees</u>		
Distribution:	<u>Engineering Division Staff</u>		

For Fee Schedule permits, the fee shall be calculated using the attached flowchart and corresponding scenarios listed below. If a permit was due for reevaluation three or more years prior to the date of actual reevaluation, no fee is charged for those reevaluation cycles missed in excess of three years. The District has the right to charge the previous fee but has decided, as an administrative matter, to forgive it. Take for example, a permit that was last due for reevaluation on January 1, 1985, and it is being evaluated in 1990. The three-year reevaluation cycle has been exceeded. The permit is treated as if it were due for reevaluation on January 1, 1988. For consolidated permits, the "driver" date is used as the reference date.

The following definitions pertain to this policy:

Due Date: The due date is the scheduled date that the permit is due for reevaluation. This date is normally maintained in three year cycles after the original issuance of a Permit to Operate. The due date is usually found on the last page of the PTO. Wording such as "Next Reevaluation Due Date: XX/XX/XXXX" is used. The engineer determines if the three-year reevaluation cycle has been exceeded, and adjusts the due date accordingly.

Driver Date: The driver date is used when consolidating many permits into a single due date. The driver date is selected on a case-by-case basis. Factors used for selecting a driver date include: an existing predominant date among the permits, using the permits which comprise the majority of the facility, and using the permits which comprise the majority of the emissions. Once the driver date is determined, the engineer determines if the three-year reevaluation cycle has been exceeded, and adjusts the driver date accordingly (usually adding one cycle).

Date of Internal Review Submittal: This is the date the first draft permit is submitted for review. This date is placed on the Permit Review Routing form.

Date of Issuance: This is the date that the permit is actually mailed.

Policies and Procedures Memoranda are intended to provide agency staff, applicants and the public guidance relative to standardized APCD procedures. These policies and procedures shall not be interpreted in conflict with APCD Rules and Regulations or administrative policies, and may be modified or updated periodically without advance notice.

REEVALUATION FEE SCENARIOS

PERMITS NOT REQUIRING CONSOLIDATION OF PERMITS

Scenario A:

Permit Overdue: No

Reevaluation Cycle: 3-years from scheduled due date.

Fee Schedule: In effect at date of issuance.

Scenario B:

Permit Overdue: Yes, the time between the due date and the date of internal review submittal is less than two years.

Reevaluation Cycle: 3-years from schedule due date.

Fee Schedule: In effect at date of issuance.

Scenario C:

Permit Overdue: Yes, the time between the due date and the date of internal review submittal is more than two years.

Reevaluation Cycle: New cycle (date of issuance). No fee will be charged for the previous cycle.

Fee Schedule: In effect at date of issuance.

CONSOLIDATION OF PERMITS

Scenario D:

Permits Overdue: No, select driver date.

Reevaluation Cycle: 3-years from scheduled driver date.

Fee Schedule: In effect at date of issuance.

Scenario E:

- Permits Overdue: Yes, select driver date, the time between the driver date and the date of internal review submittal is less than two years.
- Reevaluation Cycle: 3-years from driver date.
- Fee Schedule: a) In effect at date of issuance.
- b) Permits with reevaluation due dates prior to the driver date are assessed fees in effect at date of issuance valid from the driver date plus 3 years.
- c) Equipment associated with permits not yet expired on the issuance date of the consolidated permit are credited on a pro-rata basis for the amount remaining on the existing permit (using the date of issuance as the reference). The fee for this equipment is assessed on a pro-rata basis from the issuance date to the next reevaluation date.
- d) Equipment associated with expired permits with reevaluation due dates after the driver date are assessed fees on a pro-rata basis to the next reevaluation due date using the fee schedule in effect at the date of issuance.

Scenario F:

- Permits Overdue: Yes, select driver date, the time between the driver date and the date of internal review submittal is more than two years.
- Reevaluation Cycle: New cycle (date of issuance). No fee will be charged for the previous cycle.
- Fee Schedule: In effect at date of issuance.