



**Texas Commission on Environmental Quality  
Registration for Permits by Rule  
Form PI-7 Instructions**

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**Introduction:** The primary purpose of the Form PI-7 is to provide all administrative and technical information needed by the Air Permit Division (APD) to evaluate permits by rule (PBR) claims. These instructions are intended for use by applicants and consultants to submit a complete PBR registration claim through the Form PI-7 to the Texas Commission on Environmental Quality (TCEQ). Your review will go faster if you supply all necessary documents and information with the Form PI-7 and Core Data Form (TCEQ No. 10400).

**Keeping Records:** Once a PBR is claimed and/or registered, you should:

1. read the requirements of Title 30 Texas Administrative Code § 106.8 (30 TAC § 106.8) concerning record keeping and maintain sufficient records to demonstrate compliance with the annual emissions limits; and
2. refer to the applicable PBR checklist for records retention guidance and maintain sufficient records to demonstrate compliance with the emission limits and specific conditions of the PBR.

**Small Business Information:** The TCEQ, Small Business and Local Government Assistance Office is available to assist a business owned or operated by a person employing 100 or fewer employees or have less than 6 million dollars in annual gross receipts. If you are currently operating without authorization, you may be in violation of environmental regulations. Refer to the Form PI-7 for contact information for this office. There are “Air Emissions Calculation Tips” are available at [www.tceq.state.tx.us/assistance/sblga/sblga.html](http://www.tceq.state.tx.us/assistance/sblga/sblga.html).

**General Instructions:** To allow the TCEQ too efficiently review a PBR registration, all claims should have numbered pages, and labeled tables and figures. When possible (and always when faxing), submit the required information on 8½ x 11 inch paper. Only use larger sheets when necessary to show sufficient detail and fold to 8½ x 11 inch size, but do not fax larger sheets to the TCEQ.

Note: Registrants are encouraged to use the checklists to show compliance with the conditions of 30 TAC § 106.4, general requirements, and of the individual PBR being claimed. In limited cases, the TCEQ has identified selected facility types which may submit limited information with a registration, but in these cases, a checklist is required.

**I. REGISTRANT INFORMATION**

- A. **TCEQ Core Data Form:** The TCEQ requires that the **original signed** Core Data Form by a responsible company official be submitted on all incoming registrations unless all of the following are met: the Regulated Entity and Customer Reference Numbers have been issued by the TCEQ; and no core data information has changed. The Central Registry is a common record area of the TCEQ which maintains information about TCEQ customers and regulated activities, such as company names, addresses, and telephone numbers.

This information is commonly referred as, “core data.” The Central Registry provides the regulated community with a central access point within the agency to check core data and make changes when necessary. When core data about a facility is moved to the Central Registry, two new identification numbers are assigned: the Customer Reference (CN) number and the Regulated Entity (RN) number. A Core Data Form is required with an **original signature** if facility records are not yet part of the Central Registry or if core data for a facility has changed. If this is the initial registration, permit, or license for a facility site, then the Core Data Form must be completed and submitted with an **original signature** by a responsible company official, along with any application or registration forms. If amending, modifying, or otherwise updating an existing record for a facility site, the Core Data Form is not required, unless any core data information has changed. To review additional information regarding the Central Registry, go to the TCEQ Web site at [www.tceq.state.tx.us/permitting/projects/cr/](http://www.tceq.state.tx.us/permitting/projects/cr/).

- B. Company or Other Legal Customer Name:** Registrations are claimed by either the owner or operator of the facility, commonly referred to as the “registrant.” List the legal name of the company, corporation, or person who is claiming the PBR. Applicants can verify the legal name with the Texas Secretary of State at (512) 463-5555. The TCEQ will also verify the legal name with the Texas Secretary of State. In some cases, a copy of the legal document forming the entity may be requested to verify the legal name (i.e., general partnership, or trust filed with the county). This name should also match the Core Data Form, block 8. Also provide the company official contact name, title, address, telephone, fax number, and E-mail address of the person to whom the TCEQ will be authorizing as the permit holder.
- C. Technical Contact Name and Title:** Provide the name, title, company, address, telephone, fax number, and e-mail address of the person TCEQ should contact for technical questions, and who has the authority to make binding agreements and representations on behalf of the registrant.
- D. Facility Location Information:** Provide the street address of the facility, if available. If there is no street address, describe the physical location with specific written directions. Identify the location by distance and direction from well known landmarks, such as highway intersections. It is very important to also include the city and county where the facility will be located. If the address is not located in a city, then enter the city or town closest to the facility even if it is not in the same county as the facility. The county indicated must be the county where the facility is physically located. Please include the zip code of the physical facility site, not the zip code of the applicant's mailing address. In some cases, the TCEQ may request a map showing the location of the facility during the review of the PBR registration.

## II. FACILITY AND SITE INFORMATION

- A. Name and Type of Facility:** Indicate the name of the facility for which the PBR is being claimed. The name should be descriptive and indicate the general type of operation, manufacturing process, equipment, or facility which would be authorized under the PBR (include any numerical designation, if appropriate). The name must be descriptive and specific. Examples of acceptable names are, “Sulfuric Acid Plant,” “No. 5 Steam Boiler,” “Electric Arc Furnace No. 2,” and “Fiberglass Boat Manufacturing Facility.” Vague names such as, “Chemical Plant” and “North Process Area” are not acceptable names. Also, check the appropriate box indicating whether the facility is permanent or portable. Hot mix asphalt plants and trench burners are typical portable facilities; a petroleum storage tank would be considered a permanent facility.
- B. Permit by Rule Number(s) Claimed at This Time:** Please indicate the individual PBR rule number(s) which are being claimed. The Form PI-7 can be used to register more than one PBR at a time, provided the attachments address the requirements of all PBRs being claimed.
- C. Previous Standard Exemption or PBR Registration Number:** If this registration is for a change to an existing facility previously authorized under a standard exemption or PBR, please list the previous standard exemption or PBR registration number(s) or the appropriate rule number(s). Also attach additional information on whether the facility still meets the previous standard exemption or PBR, or whether a new registration is required and the previous standard exemption or PBR should be voided.

- D. Other Facilities at This Site Authorized by Standard Exemption or PBR:** To properly track how this registration may relate to other authorizations or compliance with TCEQ PBR regulations, it is important to list all standard exemption or PBR registrations at this site. List registration numbers, if known.
- E. Other Air Preconstruction Permits:** If the registration is located at a site which has any state or federal new source review air preconstruction permits, please list all permit numbers for these permits. Also indicate if the PBR claim directly affects any permitted facilities and those permit numbers. If a PBR affects a permitted facility, it must be rolled into the permit during the next renewal or amendment.
- F. Federal Operating Permit (FOP) Requirements (30 TAC Chapter 122 Applicability):** Information and guidance on applicability of 30 TAC Chapter 122 can be accessed at the following address: [www.tceq.state.tx.us/permitting/air/titlev/pro\\_applicability.html](http://www.tceq.state.tx.us/permitting/air/titlev/pro_applicability.html).

Please note that the authorization approved pursuant to this Form PI-7 registration may trigger the requirements of 30 TAC Chapter 122. For sites with existing FOP(s), authorization and approval of this Form PI-7 may require the submission of an appropriate revision application or notification according to the timelines outlined in 30 TAC Chapter 122, Subchapter C. For example, if approval of this Form PI-7 includes PSD or NA review or a Title V review of an existing PSD or NA permit, a significant revision of the FOP is required. In addition the approved construction or modification that is covered under the PSD or NA review cannot be operated until the new applicable requirements are codified in the FOP and the FOP is issued. In other cases, the FOP holder may be required to submit a minor revision and meet certain conditions to operate the facilities or changes approved pursuant to this Form PI-7. The qualification criteria for FOP revisions and timelines for submission are outline in 30 TAC Chapter C, Division 2. For sites with existing GOPs, authorization and approval of the Form PI-7 may result in the site no longer qualifying for the GOP. The qualifications for a GOP are available at: [www.tceq.state.tx.us/permitting/air/nav/air\\_genopermits.html](http://www.tceq.state.tx.us/permitting/air/nav/air_genopermits.html).

If authorization approved results the sites potential to emit to be a “major source” as defined in 30 TAC Chapter 122, an FOP application is required. Mark the appropriate box if emissions that will be authorized pursuant to this Form PI-7 will subject the site to the requirements of 30 TAC Chapter 122. Title 30 TAC Chapter 122, Section 122.130 includes timelines for submission of an FOP application. APD guidance on submitting an FOP application is available at: [www.tceq.state.tx.us/permitting/air/nav/air\\_titlevopperm.html](http://www.tceq.state.tx.us/permitting/air/nav/air_titlevopperm.html).

Identify the type(s) of FOP(s) issued for the site by checking the appropriate box: In addition, check the appropriate box if any GOP/SOP application(s) for the site including revision applications are currently under review by APD. Check the appropriate box if you are submitting and SOP/GOP application or SOP/GOP revision application pursuant to this registration.

If you have questions about the applicability of 30 TAC Chapter 122 or impact of this Form PI-7 on your existing FOP, please contact the TCEQ APD at (512) 239-1250.

**MSW Landfills:** TCEQ has streamlined the way to cover federal operating permits for MSWLF. More guidance can be found at: [www.tceq.state.tx.us/permitting/air/titlev/generalpermits/gop\\_no\\_517.html](http://www.tceq.state.tx.us/permitting/air/titlev/generalpermits/gop_no_517.html).

- G. TCEQ Account Identification Number:** This number was assigned by the TCEQ to the entire property owned or controlled by the applicant at a specific location. A typical example of an air quality account number is, JB-1234-R. Portable facilities are assigned account identification numbers which begin with a number, such as 92-1234-K.

### III. FEE INFORMATION

The TCEQ has recently adopted rules establishing a fee for all air quality PBR registrations. Title 30 TAC § 106.50 requires that any application received on or after November 1, 2002 must include a fee. If the construction of a new facility, or change to an existing facility meets the conditions of a PBR which requires a Form PI-7, a fee is required in most cases. If a new facility, or changes to an existing facility, meets the conditions of a PBR that does not require registration, but the owner/operator wishes to have the TCEQ review and confirm that the facility meets the conditions of the PBR, a fee is required.

Title 30 TAC § 106.50 contains several requirements and exceptions for fees, a summary of which is available in a fee fact sheet on the TCEQ Web site. The new fee requirements do not allow for PBR fee refunds. All fees must be paid prior to processing of any PBR registration and may be paid by check or money order or go to [www2.tceq.state.tx.us/epay](http://www2.tceq.state.tx.us/epay) to pay online. The TCEQ also accepts electronic transfers from governmental entities.

- A. Is a Fee Required?** There are two exceptions to paying a PBR fee.
1. A facility applying for a PBR does not have to pay a fee if the registration is solely to establish a federally enforceable emission limit. If a registration is for construction or modification of a facility which has not been previously reviewed by the TCEQ, a fee is required.
  2. A facility applying for a PBR does not have to pay a fee if the registration is for a Remediation project (30 TAC § 106.533) that is reimbursable by the TCEQ or is part of a Voluntary Clean up (VCP) or Superfund (SF) project. Please list the associated Leaking Petroleum Storage Tank (LPST), VCP or SF Permit/Registration Number so this status can be confirmed.
- B. What is the Fee Amount?** There are two fee amounts possible under the rules:
1. An owner/operator of a small business (corporation, partnership, sole proprietorship) that is independently owned and operated, formed for the purpose of making a profit, has fewer than 100 employees, or less than \$6 million in annual gross receipts is required to submit a \$100.00 fee. In addition, an owner/operator that is a governmental entity (city, township, school district) with a population less than 10,000 (most recent census) is required to submit a \$100.00 fee.
  2. All other registrations are required to submit a \$450.00 fee.
- C. Payment Information:** Indicate the check, money order, or transaction number. Also, indicate the individual or company name printed on the check, and enter the fee amount paid for this registration.

#### IV. SELECTED FACILITY REVIEWS ONLY — TECHNICAL INFORMATION

The TCEQ recognizes that some facilities are typically owned/operated by businesses that do not have access to detailed technical information. In these instances, the TCEQ has developed more specific checklists for registrants to submit that will allow the TCEQ to get the information needed to evaluate the registrations. In these cases, registrants can skip the information requested in Section V of the Form PI-7. At this time, facilities that are able to submit abbreviated registrations include ONLY those listed. (*If this registration is not for one of the facilities listed, skip to the next Section V.*)

Auto Body Refinishing Facilities (30 TAC § 106.436)

Air Curtain Incinerators (30 TAC § 106.496)

Saw Mills (30 TAC § 106.223)

Animal Feeding Operations (30 TAC § 106.161)

Livestock Auction Facilities (30 TAC § 106.162)

Grain Handling, Storage and Drying (30 TAC § 106.283)

- A. General and Specific Requirements:** To ensure that all conditions of the PBR are met checklists for general requirements and the specific PBR requirements are required for these selected facilities in order for their registrations to be processed. If a checklist is not included, applicants must follow the requirements of Section V “Technical Information” below.
- B. Distances to Property Line and Nearest Off-Property Structure:** Instead of an area map and plot plan, the TCEQ is requesting distance information, including the distance from the facility's emission release point to the nearest property line and off-property structure. This information is needed, as many PBRs have very specific distance limitations.

*Note: In limited cases, a map or drawing of the site and surrounding land use may be requested during the technical review or at the request of the TCEQ Regional office or local air pollution control program during an investigation.*

## V. TECHNICAL INFORMATION INCLUDING STATE AND FEDERAL REGULATORY REQUIREMENTS

### *Submittal Requirements for all other Registrations*

- A. **Confidential Information:** Any information related to secret or proprietary processes or methods of manufacture must be marked “CONFIDENTIAL” if you do not want this information in the public file. Confidential information must be separated from non-confidential information and submitted in a separate packet or envelope. Each page of information considered confidential must be marked “CONFIDENTIAL” when submitted to the TCEQ, preferably in large red letters at the bottom of each page. Such information must not appear on the same page with information that cannot be held confidential, such as the type of air contaminant or rate of emissions. You must present the confidential information in an abbreviated non-confidential format (process description, flow diagram, etc.) for inclusion in the public file and state in the public file that a confidential submittal exists. This is needed to maintain continuity in the public file. Information marked “CONFIDENTIAL” will be kept in a locked file separate from that part of the registration considered to be “public records” under the Texas Public Information Act, Texas Government Code Chapter 552. Information designated confidential will not be disclosed to anyone other than an authorized PBR holder or other agencies as otherwise provided by law. Company representatives will, upon presenting dated proof of affiliation and authorization, be given access to any files pertaining to their company.
- B. **Process Flow Diagram or Process Description:** A process flow diagram is required for all PBR registrations so that the APD permit reviewer can verify all technical information regarding the affected facility. Permit reviewers know only what you tell them about your process or business. It is important that the information you provide is complete and accurate. After you have drawn a “picture” of your process, describe exactly how your business operates. A good way to do this is by telling the permit reviewer, step by step, what you do with each material that comes into your business. For example, how you store it, use all or part of it in a process, create a product, and when and how the product moves out the door. You may have some of the material left as waste. Account for all of the materials you use. Tell the permit reviewer what you do with it at every step. It can be helpful to draw a process flow diagram by drawing boxes linked by lines to visually show the process you are describing. The process description should carry the permit reviewer smoothly through the process with emphasis on where the emissions are generated, why the emissions must be generated, what air pollution controls are used (including process design features that minimize emissions), and where the emissions enter the atmosphere. Your process description should tell the permit reviewer how you will be operating if you produce the maximum possible emissions - probably this will be your highest production rate. Each step in the process should be discussed and should refer to the process flow diagram. When applicable, cycle times, reaction times, temperatures, pressures, material flow rates, and production rates should be discussed. Be specific, and do not use generalities such as “a small amount,” “sometimes,” and, “occasionally opened.”
- C. **Emissions Data and Calculations:** To confirm that the proposed facility will meet the conditions of a PBR, emission calculations are needed in many cases. To assist you with these calculations, the TCEQ is developing basic emissions estimate information which will be added on relevant PBR checklists. To review the checklist applicable to each claimed PBR, please refer to the TCEQ APD Web site at [www.tceq.state.tx.us/assistance/sblga/pbraea.html](http://www.tceq.state.tx.us/assistance/sblga/pbraea.html). “Air Emission Calculation Tips” are also available at the TCEQ Small Business Web site at [www.tceq.state.tx.us/exec/sblga/sblga.html](http://www.tceq.state.tx.us/exec/sblga/sblga.html). The applicant must attach the maximum hourly and total annual emission rates of the new or changed facility and include the following:
- Maximum hourly emission rates (pounds per hour) should be based on the maximum (design) production capacity of the facility. Dividing the average annual emissions (tons per year) by the annual hours of operation in order to determine hourly emissions (pounds per hour) is often unacceptable.
  - Annual emission rates (tons per year), which should be reflective of the average operation throughout the year.
  - A description of the hours of operation and how they relate to emission rates on a short-term (maximum pounds per hour) and long-term (maximum tons per year) basis.
  - Variations in emissions must be clearly identified and accounted for in the maximum hourly and annual emission rates, if the process is a non-continuous batch operation, or there are widely varying operating scenarios. Additional information should be supplied to describe the emission variations.
  - In most cases, supporting calculations and technical basis for the estimates are required. Include copies of the calculations and discuss any assumptions made.

- Emission rate information must be included for each air contaminant. Chemicals must be identified specifically, for example; “Methanol” rather than “hydrocarbons” or “polyester/styrene resin dust,” and “iron dust” rather than “dust.” Material Safety Data Sheets, Air Quality Data Sheets, or equivalent supporting documents should be supplied for all mixtures which contain potential air contaminants. The individual PBR checklists generally identify the air contaminants of concern and any hazardous air pollutant emissions (HAPs) generally expected for that PBR.
- D. PBR General Requirements 30 TAC § 106.4:** All applicable requirements of 30 TAC § 106.4 must be met by each PBR registration. Attach any information necessary to show how the facility meets all of these requirements. A copy of the rule and associated annual emission limits are listed in the Reference Tables. You are encouraged to complete a 30 TAC § 106.4 checklist to demonstrate compliance. The checklist contains important information on emission limits as well as other state and federal rules, regulations, and standards which may apply to your facility. The use of this checklist is not required; however, the PBR review will go faster if you supply a checklist. Registrants are required to submit itemized information to demonstrate how they meet state and federal regulations other than the PBR.

*Note: Aware of New Requirements for NO<sub>x</sub> Emissions Cap and Trade? If a facility, group of facilities, or site is located in the Houston/Galveston nonattainment area and has the potential for nitrogen oxides (NO<sub>x</sub>) emissions, it may need to comply with 30 TAC Chapter 101, Subchapter H, Division 3 [30 TAC § 101(H)(3)] entitled, “Mass Emissions Cap and Trade.” Please be reminded that if the facilities listed in this registration are subject to the Mass Emissions Cap & Trade Program under 30 TAC Chapter 101, Subchapter H, Division 3, the owner/operator of this site must possess NO<sub>x</sub> allowances equivalent to the actual NO<sub>x</sub> emissions from these facilities.*

- E. Requirements of Each Individual PBR:** All applicable requirements of the individual PBR must be met by the facility. Attach information which shows how the facility will meet these conditions. You are encouraged to complete the checklist(s) for the applicable PBR to demonstrate that all applicable requirements and conditions of the individual PBR are met by the registration. The checklists contain all conditions of the individual PBR, as well as guidance on typical methods to calculate emissions, records retention, and other state and federal requirements which may apply to the facility. The use of the checklists is not required, but the permit review will go faster if you supply a checklist.
- F. Distance from Property Line and Nearest Receptor:** Instead of an area map and plot plan, the TCEQ requests distance information, including the distance from the facility’s emission release points to the nearest property line and off-property structure. This information is needed as many PBRs have very specific distance limitations.

*Note: In limited cases, a map or drawing of the site and surrounding land use may be requested during the technical review or at the request of the TCEQ Regional office or local air pollution control program during an investigation.*

- VI. Copies of the Registration:** Retain at least one copy of the registration for your own records. Please follow the information on Form PI-7 and send all of the copies to the TCEQ. Failure to distribute copies of the registration may delay processing. Also, all subsequent correspondence should be copied to the TCEQ Regional Office and Local Air Pollution Control Program(s), as appropriate. Please do not attach a copy of Form PI-7 to subsequent correspondence unless specifically requested, as this may cause another registration file to be created. Please indicate the assigned TCEQ registration number, TCEQ air quality account number, and permit reviewer, if known, on all subsequent correspondence.

**How to Contact the TCEQ**

Question	Who	Phone	Web
TCEQ PBR Rules	Air Permits Division	(512) 239-1250	<a href="http://www.tceq.state.tx.us/nav/rules/rules_rulemaking.html">www.tceq.state.tx.us/nav/rules/rules_rulemaking.html</a> or <a href="http://www.tceq.state.tx.us/nav/permitting/central_registry/guidance.html">www.tceq.state.tx.us/nav/permitting/central_registry/guidance.html</a>
Revenue Section	Financial Administration	(512) 239-6260	TCEQ (Mail Code 181) P.O. Box 13087 Austin, Texas 78711-3087
Core Data Form Requirements	Central Registry	(512) 239-5175	<a href="http://www.tceq.state.tx.us/permitting/central_registry/guidance.html">www.tceq.state.tx.us/permitting/central_registry/guidance.html</a>
Form PI-7 CERT Requirements	Air Permits Division	(512) 239-1250	<a href="http://www.tceq.state.tx.us/nav/permits/air_permits.html">www.tceq.state.tx.us/nav/permits/air_permits.html</a>
Form PI-7 Requirements	Air Permits Division	(512) 239-1250	<a href="http://www.tceq.state.tx.us/nav/permits/air_permits.html">www.tceq.state.tx.us/nav/permits/air_permits.html</a>
Receipt and Initial Review	Air Permits Initial Review Team (APIRT)	(512) 239-5160	<a href="http://www.tceq.state.tx.us/nav/data/permit_data.html">www.tceq.state.tx.us/nav/data/permit_data.html</a>
PBR Guidance and Checklist	Air Permits Divisions	(512)239-1250	<a href="http://www.tceq.state.tx.us/nav/permits/air_pbr_index.html">www.tceq.state.tx.us/nav/permits/air_pbr_index.html</a>
Confidential Information	Office of Legal Services	Written requests	TCEQ (Mail Code 173) P.O. Box 13087 Austin, Texas 78711-3087
Emissions Cap and Trade Program	Banking & Trading Team, Air Permits Division	(512) 239-1255	<a href="http://www.tceq.state.tx.us/permitting/air/nav/air_banking.html">www.tceq.state.tx.us/permitting/air/nav/air_banking.html</a>
Federal Operating Permits	Operating Permit Section Air Permits Division	(512) 239-1250	<a href="http://www.tceq.state.tx.us/nav/permits/air_permits.html">www.tceq.state.tx.us/nav/permits/air_permits.html</a>
Small Business Assistance	Small Business and Local Government Assistance	(800) 447-2827	<a href="http://www.tceq.state.tx.us/assistance/sblga/sblga.html">www.tceq.state.tx.us/assistance/sblga/sblga.html</a>

**Overview:**

Facilities that may release air contaminants, even in small amounts, are regulated by the Texas Commission on Environmental Quality (TCEQ) under its air permit rules. Facilities that do not emit a “significant” amount of air contaminants (as defined by rules) may claim a Permit by Rule (PBR) prior to constructing a new facility or making changes to an existing facility. A PBR claim must meet both the general and specific requirements in Title 30 Texas Administrative Code Chapter 106 (**30 TAC Chapter 106**), but does not require an extensive technical review. The TCEQ also has a Reference Table available to assist you in determining some of the other state or federal requirements you may need to know (see, “How to Contact the TCEQ” below for web sites).

*This form should only be used if, along with a PBR registration, a facility or site needs to establish a federally enforceable emission limit.* If certification and federally enforceable emission limits are not needed, use Form PI-7, “Registration for Permit by Rule.” If a facility meets an historical Standard Exemption, meets a Standard Permit, or is otherwise authorized by a permit action, but needs to establish a federally enforceable limit, the Form APD-CERT, “Certification of Emission Limits” (not the PI-7-CERT) should be used.

**A PBR may be claimed when both the following conditions are met;**

1. the facility meets **all** applicable eligibility requirements of **30 TAC § 106.4**. These requirements include a limit on the amount of annual emissions to less than federal permit major source levels, and continuing compliance with all state and federal regulations; and

2. the facility meets **all** applicable conditions of one or more individual PBRs contained in **30 TAC Chapter 106**. These requirements may specify design requirements for certain facilities, production or material use limits, and operational restrictions.

**A PBR may also have federally enforceable emission limits if one of the following is applicable:**

1. Prevention of Significant Deterioration (PSD) or Non attainment (NA) review requirements applies to the use of any new authorization at the site. This certification will determine whether netting of the project is required, or when netting is performed.
2. The owner or operator wants to voluntarily establish federally enforceable emission limits for air pollutants below those allowed in 30 TAC Chapter 106 regulations so that the site can be considered minor for the Federal Operating Permit (Title V) program.
3. The facilities want to establish federally enforceable emission limits for hazardous air pollutants (HAPs) so that the entire site is not subject to Maximum Achievable Control Technology (MACT) standards (40 CFR 63). This form should not be used to limit individual emission units solely to avoid a MACT requirement where other units at the site are still subject to any MACT standards.
4. The owner or operator wants to voluntarily establish federally enforceable emission limits for other state and federal rules or standards for the facilities authorized under PBR.

**To claim a PBR, you should;**

1. read the requirements of **30 TAC § 106.4** and the specific PBR you want to claim;
2. determine if the facility meets all the eligibility requirements of **30 TAC § 106.4**;
3. determine if the facility meets all the applicable requirements of the specific PBR;
4. begin construction immediately if the facility meets the requirements of **30 TAC § 106.4** and the PBR does not require registration;
5. begin construction when the Form PI-7 and attachments are submitted to the TCEQ if the PBR requires registration, but does not require site approval; or
6. do not begin construction until you are notified by the TCEQ if the specific PBR requires registration and written site approval. If you are already operating, you still need air authorization. You should begin steps to seek an authorization as soon as you become aware that this requirement applies to you.



**Texas Commission on Environmental Quality  
Registration for Permits by Rule (PBR)  
Form PI-7 Submission Form**

<b>I. REGISTRANT INFORMATION</b>			
A. TCEQ Customer Reference Number:	CN-	TCEQ Regulated Entity Number:	RN-
<b><i>New Core Data Form Information: If there is no CN or RN number, a Core Data Form must be completed and submitted with an original signature.</i></b>			
B. Company or Other Legal Customer Name:			
Company Official Contact Name:		Title:	
Mailing Address:			
City:		State:	Zip Code:
Phone No.:	Fax No.:	E-mail Address:	
C. Technical Contact Name:		Title:	
Company:			
Mailing Address:			
City:		State:	Zip Code:
Phone No. :	Fax No.:	E-mail Address:	
D. Facility Location Information - Street Address:			
<i>If "NO," street address, provide written driving directions to the site: (attach description if additional space is needed)</i>			
City:		County:	Zip Code:
<b>II. FACILITY AND SITE INFORMATION</b>			
A. Name and Type of Facility:			<input type="checkbox"/> Permanent <input type="checkbox"/> Portable
B. PBR claimed under <b>30 TAC § 106</b> (List all that apply in hard copy, or choose all that apply from the drop down menus in electronic version):			
§ 106.	§ 106.		
§ 106.	§ 106.		
§ 106.	§ 106.		
Are you claiming a <b>historical standard exemption or PBR?</b>			<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter effective date and Rule Number:</i>			



**Texas Commission on Environmental Quality  
Registration for Permits by Rule (PBR)  
Form PI-7 Submission Form**

<b>II. FACILITY AND SITE INFORMATION</b>	
C. Is there a previous Standard Exemption or PBR for the facility in this registration? (Attach details regarding changes)	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter Registration Number and Rule Number:</i>	
D. Are there any <b>other facilities</b> at this <b>site</b> which are <b>authorized by an Air Standard Exemption or PBR</b> ?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter Registration Number and Rule Number:</i>	
E. Are there any <b>other air preconstruction permits</b> at this site?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter Permit Numbers:</i>	
Are there any other air preconstruction permits at this site that would be directly associated with this project?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If "YES," enter Permit Numbers:</i>	
F. Is this facility located at a site which is required to obtain a federal operating permit pursuant to 30 TAC Chapter 122?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> To be Determined
<i>If the site currently has an existing federal operating permit, enter the permit number:</i>	
Identify the requirements of 30 TAC Chapter 122 that will be triggered if this claim is accepted: <i>(check all that apply)</i>	
<input type="checkbox"/> Initial Application for an FOP <input type="checkbox"/> Significant Revision for SOP <input type="checkbox"/> Minor Revision for SOP <input type="checkbox"/> Operational Flexibility/Off Permit Notification for an SOP <input type="checkbox"/> Revision for GOP <input type="checkbox"/> To be Determined <input type="checkbox"/> None	
Identify the type(s) issued and/or FOP application(s) submitted/pending for the site: <i>(check all that apply)</i>	
<input type="checkbox"/> SOP <input type="checkbox"/> GOP <input type="checkbox"/> GOP application/revision application: <i>(submitted or under APD review)</i> <input type="checkbox"/> SOP application/revision application: <i>(submitted or under APD review)</i> <input type="checkbox"/> N/A	
G. TCEQ Account Identification Number: <i>(if known)</i>	
<b>III. FEE INFORMATION</b>	
<i>See Section VI. for an address to send fee or go to <a href="http://www.2.tceq.state.tx.us/epay">www.2.tceq.state.tx.us/epay</a> to pay online.</i>	
A. Is this registration an update to a previously registered facility and accompanied by a Form APD-CERT solely to establish a federally enforceable emission limit and will not authorize new facilities? <i>(If "YES," a fee is not required. If "NO," then go to Section III.B.)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO
B. <i>If "YES," to any of the following three questions, a \$100 fee is required. Otherwise, a \$450 fee is required.</i>	
Does this business have less than 100 employees or have less than 6 million dollars in annual gross receipts?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is this registration submitted by a governmental entity with a population of less than 10,000?	<input type="checkbox"/> YES <input type="checkbox"/> NO



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<b>III. FEE INFORMATION (continued)</b>		
C. Check/Money Order or Transaction Number (Payable to TCEQ):		Was fee Paid online? <input type="checkbox"/> YES <input type="checkbox"/> NO
Company name of check:	Fee amount:	\$
<b>IV. SELECTED FACILITY REVIEWS ONLY-TECHNICAL INFORMATION</b>  <i>Note: If claiming one of the following PBRs, complete this section, then skip to Section VI., "Submitting your registration" below:</i>  <i>Animal Feeding Operations § 106.161, Livestock Auction Facilities § 106.162, Saw Mills § 106.223, Grain Handling, Storage and Drying § 106.283, Auto Body Refinishing Facilities § 106.436, Air Curtain Incinerator § 106.496</i>		
A. Is the applicable PBR checklist attached which shows the facility meets all general and specific requirements of the PBR(s) being claimed?		<input type="checkbox"/> YES <input type="checkbox"/> NO
B. Distance from this facility's emission release point to the nearest property line:		feet
Distance from this facility's emission release point to the nearest off-property structure:		feet
<b>V. TECHNICAL INFORMATION INCLUDING STATE AND FEDERAL REGULATORY REQUIREMENTS</b> <i>Registrants must be in compliance with all applicable state and federal regulations and standards to claim a PBR.</i>		
A. Is Confidential information submitted and properly marked "CONFIDENTIAL" with this registration?		<input type="checkbox"/> YES <input type="checkbox"/> NO
B. Is a process flow diagram or a process description attached?		<input type="checkbox"/> YES <input type="checkbox"/> NO
C. Are emissions data and calculations for this claim attached?		<input type="checkbox"/> YES <input type="checkbox"/> NO
D. Is information attached showing how the <b>general</b> requirements ( <b>30 TAC § 106.4</b> ) of the PBR is met for this Registration? ( <b>PBR checklists</b> may be used, but are optional)		<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>Note: Please be reminded that if the facilities listed in this registration are subject to the Mass Emissions Cap &amp; Trade program under 30 TAC Chapter 101, Subchapter H, Division 3, the owner/operator of these facilities must possess NO<sub>x</sub> allowances equivalent to the actual NO<sub>x</sub> emissions from these facilities.</i>		
E. Is information attached showing how the <b>specific PBR</b> requirements are met for this registration? ( <b>PBR checklist</b> may be used, but are optional)		<input type="checkbox"/> YES <input type="checkbox"/> NO
F. Distance from this facility's emission release point to the nearest property line:		feet
Distance from this facility's emission release point to the nearest off-property structure:		feet
<i>Note: In limited cases, a map or drawing of the site and surrounding land use may be requested during the technical review or at the request of the TCEQ Regional Office or local air pollution control program during an investigation.</i>		



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<b>VI. SUBMITTING YOUR REGISTRATION</b>		
<b>A. FEES – Pick one of the two options below for payment:</b>		
<i>Who</i>	<i>Where</i>	<i>What</i>
1. Fee Paid Online	<b>Go to Website <a href="http://www6.tceq.state.tx.us/epay">www6.tceq.state.tx.us/epay</a></b>	No Additional Action Needed
2. Fee Mailed to Revenue Section, TCEQ	Regular, Certified, Priority Mail MC 214, P.O. Box 13088 Austin, Texas 78711-3088 Hand Delivery, Overnight Mail MC 214, 12100 Park 35 Circle, Building A, Third Floor, Austin, Texas 78753	Original Money Order or Check Copy of Form PI-7 and Core Data Form
<b>B. COPIES OF THE REGISTRATION – Copies must be sent as listed below: Processing delays may occur if copies are not sent as noted.</b>		
1. Hard Copy Only Air Permits Initial Review Team (APIRT)	Regular, Certified, Priority Mail MC161, P.O. Box 13087 Austin, Texas 78711-3087 Hand Delivery, Overnight Mail MC 161, 12100 Park 35 Circle, Building C, Third Floor, Austin, Texas 78753 Fax No.: (512) 239-2123 <i>(do not follow fax with paper copies)</i>	Originals Form PI-7, Core Data Form, and all attachments
2. Appropriate local and TCEQ Regional Office Programs	To Find your local or Regional Air Pollution Control Programs go to the TCEQ, APD Website at <a href="http://www.tceq.state.tx.us/nav/permits/air_permits.html">www.tceq.state.tx.us/nav/permits/air_permits.html</a> or call (512) 239-1250	Copy of Form PI-7, Core Data Form, and all attachments to each office.
3. Print	(Blank for Print Button)	Prints a Hard Copy of the Form PI-7