**Introduction**

The Concrete Manufacturing Regulatory Permit authorizes the construction and operation of facilities engaged in the manufacture of ready-mixed portland cement concrete, including central-mixed concrete, shrink-mixed concrete, and truck-mixed concrete. Approval to proceed is contingent upon notification by LDEQ that the application (i.e., Notification Form) has been determined complete.

This Regulatory Permit covers a single stationary or portable concrete manufacturing facility.

Requests to operate a portable concrete manufacturing facility authorized under this Regulatory Permit at a location other than the one disclosed on the original Notification Form should be made using a separate form (Form 7285) entitled “Request to Relocate a Concrete Manufacturing Facility.” Instructions for Form 7285 are also included in this document.

This Regulatory Permit is codified under LAC 33:III.315. Copies of this regulation are available at: <http://www.deq.louisiana.gov/portal/Default.aspx?tabid=1674>.

Do not alter the formatting of the Regulatory Permit Notification Form in any way, except as specified in these instructions.

**Where Should I Submit the Notification Form?**

The Notification Form should be mailed to the Assistant Secretary of the Office of Environmental Services at the address provided on page 4 of the Notification Form. If an applicant chooses to use a service provider other than the U.S. Post Office, LDEQ’s physical address is:

602 North Fifth Street

Baton Rouge, Louisiana 70802

**What Should Be Submitted and What Should be Kept**

Transmit the signed Notification Form and attachments and one photocopy to LDEQ as described above. Keep a copy of the form and attachments for your records.

**Rescission of Coverage under the Regulatory Permit**

If a concrete manufacturing facility authorized under this Regulatory Permit is no longer needed (e.g., the facility is decommissioned, relocated to another state, etc.), the permittee should request that coverage under this Regulatory Permit be terminated using LDEQ’s Application for Approval of Miscellaneous Permitting Actions, available at <http://www.deq.louisiana.gov/portal/tabid/2758/Default.aspx>. A fee is not associated with a rescission request.

The permittee should not request to terminate coverage if the concrete manufacturing facility is sold. Instead, LDEQ’s Notification of Change of Ownership/Operator or Name Change (NOC-1) Form available at <http://www.deq.louisiana.gov/portal/DIVISIONS/PermitSupportServices.aspx> should be completed.

**Line-by-Line Instructions**

1. **Facility Information**

Check the appropriate box indicating whether the facility is a central-mixed, shrink-mixed, or truck-mixed operation.

*Agency Interest Name* – This is the name of the concrete manufacturing facility or how it is commonly identified.

*Agency Interest (AI) Number* – If an AI number has been established, enter that number here. Otherwise, enter “TBD.”

*Owner* – Enter the name of the company that will own the concrete manufacturing facility.

*Operator* – Enter the name of the company that will operate the concrete manufacturing facility if this company is a different entity than Owner *and* will be responsible for environmental compliance.

*Serial Number* – Enter the serial number of the concrete manufacturing facility if one is associated with the major structural components.

1. **Initial Operating Location**

Check the appropriate box indicating whether the facility will be operating in a fixed location or will be portable.

*Nearest Town and Parish* – Enter the town and the parish in which the concrete manufacturing facility initially will be operated. The town must be in the parish identified, even if another town in a neighboring parish is physically closer.

*Latitude and Longitude* – Enter the latitude and longitude of the concrete manufacturing facility initial operating location.

*Physical Address or Driving Directions* – If a physical “911” address of the concrete manufacturing facility’s initial operating location has been established, enter that address here. If not, provide driving directions.

*Map Attached* – Attach a map of the concrete manufacturing facility’s initial operating location. The map should show the names of the surrounding highways and be detailed enough such that LDEQ staff can locate the facility.

1. **Contact Information**

Enter the contact information requested. The person listed here will be the primary contact for LDEQ should questions arise. This contact need not be the Responsible Official identified in Section 12, but should be an employee of the Owner/Operator, not the Owner/Operator’s consultant. Note that the contact’s cell phone number and e-mail address are optional. All written correspondence concerning the Notification Form, however, will be directed to the Responsible Official.

1. **Fee Information**

Enter the fee information requested. Per LAC 33:III.315.H and in accordance with LAC 33:III.Chapter 2, the fee for the Concrete Manufacturing Facility Regulatory Permit shall be $785.00 (fee number 1722).

Checks or money orders should be payable to the “Louisiana Department of Environmental Quality.” Do not send cash. LDEQ cannot process the Notification Form until this fee is paid in full. Per LAC 33:III.209 and 211, the annual maintenance fee associated with this regulatory permit shall be $250.00.

1. **Local Zoning**

*Local Zoning Code* – Enter the local zoning code of the initial operating location (e.g., heavy industrial, commercial, residential, etc.). If local zoning codes have not been established, enter “None.”

*Local Zoning Authority* – Enter the local zoning authority (e.g., parish police jury).

*Local Zoning Authority Contact* – Enter the contact information requested.

*Documentation Provided* – If the initial operating location has been zoned, provide documentation from the local zoning authority that the concrete manufacturing facility can be operated at that location.

1. **Emission Inventory**

Indicate if the facility identified in Section 1 is subject to LAC 33:III.919.

1. **Facility Specifications**

*Hourly Production Rate* – Enter the facility’s hourly production rate in both cubic yards per hour and tons per hour.

*Annual Production Rate* – Enter the facility’s annual production rate in both cubic yards per year and tons per year.

*Annual Operating Time* – Enter annual hours of operation.

These production rates and the operating time should be used in the emissions calculations to determine potential emissions.

*Description of Process* **–** Enter a short description of the concrete manufacturing facility’s process, including any control devices employed.

1. **Emission Sources**

List the emissions sources at the concrete manufacturing facility. Emissions sources may include, but are not limited to, aggregate delivery to ground storage, sand delivery to ground storage, aggregate transfer to conveyor, sand transfer to conveyor, aggregate transfer to elevated storage, sand transfer to elevated storage, cement delivery to silo, cement supplement delivery to silo, truck mix loading, weigh hopper loading, stockpiles, paved and unpaved roads, internal combustion engines, and storage tanks. Enter the maximum operating rate or tank capacity for each source.

1. **Engine Specifications**

Enter the identification (ID) number of the engine; this number is selected by the applicant. Identify the manufacturer, model number, and serial number of the engine; its maximum rated horsepower; and fuel type (e.g., gasoline, diesel, etc.).

Enter the capacity of the storage tank associated with the engine (in gallons) and indicate if it is equipped with a submerged fill pipe. See LAC 33:III.2103. Note if the engine is subject to 40 CFR 60 Subpart IIII or 40 CFR 60 Subpart JJJJ. Note whether the engine is a new, reconstructed, or existing source with respect to 40 CFR 63 Subpart ZZZZ.

Duplicate this section for each engine on site.

1. **Estimated Annual Emissions**

Indicate if emissions calculations are attached. This box serves as a reminder that calculations are required in all instances. LDEQ will not process any Notification Form that fails to include calculations.

Enter annual emissions of criteria pollutants and LAC 33:III.Chapter 51-regulated toxic air pollutants (TAP) (in tons per year to two decimal places). Add additional rows as necessary for TAPs.

1. **LAC 33:I.1701 Requirements**

In accordance with LAC 33:III.501.C.10, before issuing any (initial) permit for a new or existing source, LDEQ may conduct an evaluation of the applicant as described in LAC 33:I.1701. Answer the questions as appropriate, and attach the owner or operator’s Certificate of Registration and/or Certificate of Good Standing if necessary. These certificates can be obtained from the Secretary of State’ website, http://www.sos.louisiana.gov.

1. **Certification by Responsible Official**

Enter the contact information requested. All written correspondence concerning the Notification Form will be directed to the Responsible Official (RO) or the Duly Authorized Representative (RO) signing for the RO.

The RO or DAR must sign and date the Notification Form. The Notification Form cannot be processed if: the certification statement is not signed; the certification statement is not signed by the RO or authorized DAR; or the certification is signed by someone other than an RO or DAR. The definition of “Responsible Official” as set forth in LAC 33:III.502 is as follows:

*Responsible Official—*one of the following:

1. for a corporation: a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation, or a duly authorized representative of such person if the representative is responsible for the overall operation of one or more manufacturing, production, or operating facilities applying for or subject to a permit and either:
	1. the facilities employ more than 250 persons or have gross annual sales or expenditures exceeding $25 million (in second quarter 1980 dollars); or
	2. the delegation of authority to such representatives is approved by the permitting authority prior to submittal of any certification by such person;
2. for a partnership or sole proprietorship: a general partner or the proprietor, respectively. If a general partner is a corporation, the provisions of Subparagraph a of this definition apply;
3. for a municipality, state, federal, or other public agency: either a principal executive officer or ranking elected official. For the purposes of this definition, a principal executive officer of a federal agency includes the chief executive officer having a responsibility for the overall operations of a principal geographic unit of the agency.

**Request to Relocate a Concrete Manufacturing Facility**

**Line-by-Line Instructions**

1. **Facility Information**

*Agency Interest Name* – Enter the name of the agency interest (i.e., the concrete manufacturing facility).

*Agency Interest (AI) Number* – Enter the AI number of the concrete manufacturing facility.

*Permit Number* – Enter the permit number of the concrete manufacturing facility.

The Agency Interest Name, AI Number, and Permit Number can be found on the LDEQ-generated document informing the permittee that the original Regulatory Permit Notification Form had been determined complete.

*Serial Number* – Enter the serial number of the concrete manufacturing facility if one is associated with the major structural components.

*Owner* – Enter the name of the company that owns the concrete manufacturing facility.

*Operator* – Enter the name of the company that operates the concrete manufacturing facility if this company is a different entity than Owner *and* is responsible for environmental compliance at the proposed location.

1. **Proposed Operating Location**

*Nearest Town and Parish* – Enter the town and the parish in which the owner or operator proposes to relocate the concrete manufacturing facility. The town must be in the parish identified, even if another town in a neighboring parish is physically closer.

*Latitude and Longitude* – Enter the latitude and longitude of the concrete manufacturing facility’s proposed operating location.

*Physical Address or Driving Directions* – If a physical “911” address of the concrete manufacturing facility’s proposed operating location has been established, enter that address here. If not, provide driving directions.

*Map Attached* – Attach a map of the concrete manufacturing facility’s proposed operating location. The map should show the names of the surrounding highways and be detailed enough such that LDEQ staff can locate the facility.

**3 Proposed Date of Relocation**

Enter the date on which relocation of the concrete manufacturing facility is scheduled to occur. “Upon approval of LDEQ” is an acceptable response.

1. **Company Official Requesting Relocation**

Enter the contact information requested. The person listed here will be the primary contact of LDEQ should questions arise. This contact need not be the RO identified in Section 6, but should be an employee of the Owner/Operator, not the Owner/Operator’s consultant. Note that the contact’s cell phone number and e-mail address are optional.

**5 Local Zoning**

*Local Zoning Code* – Enter the local zoning code of the proposed operating location (e.g., heavy industrial, commercial, residential, etc.). If local zoning codes have not been established, enter “None.”

*Local Zoning Authority* – Enter the local zoning authority (e.g., parish police jury).

*Local Zoning Authority Contact* – Enter the contact information requested.

*Documentation Provided* – If the proposed operating location has been zoned, provide documentation from the local zoning authority that the concrete manufacturing facility can be operated at that location.

**6 Certification by Responsible Official**

Enter the contact information requested. All written correspondence concerning the “Request to Relocate the Concrete Manufacturing Facility” will be directed to the RO or the Duly Authorized Representative (RO) signing for the RO.

The RO or DAR must sign and date the Notification Form. The relocation form cannot be processed if: the certification statement is not signed; the certification statement is not signed by the RO or designated DAR; or the certification is signed by someone other than an RO or DAR. The definition of “Responsible Official” as set forth in LAC 33:III.502 is as follows: