

# WESTAR Council

## Effective Permit Writing (APTI 454)

July 17-19, 2018

### Nevada Division of Environmental Protection

901 S. Stewart Street  
Carson City, NV 89701  
(775) 687-4670

### Registration Deadline:

Friday, June 22, 2018



## REGISTRATION INSTRUCTIONS:

### First Time Users:

Please go to: [www.apti-learn.net](http://www.apti-learn.net) and follow the below steps:

1. Click on the "First time user? Click here to register" link in the upper right-hand corner of the webpage;
2. First screen requires: 1) work email address; 2) first and last names; 3) password; and 4) security question;
3. Second screen asks about affiliation/agency. There are two options for filling out this section:
  - Agency Quick Search, or;
  - Affiliation/Agency
4. Third screen includes a list of job functions and other profile information. You can click as many (or few) job functions as appropriate. Once you have completed this third screen, you are done setting up your profile.

### After completing the profile:

5. Click the "Register" tab on the left side, or the "Register" bubble in the middle of the page;
6. Scroll down the Training Calendar until you see training course that you are interested in registering for;
7. On the right side of the table you will see a "register" link;
8. Click the "register" link (be patient it takes a few seconds for the confirmation note to pop-up);
9. You will receive an automatically generated email saying that you have been placed on a waiting list (this is so unapproved attendees can be weeded out).
10. Once approved, you will receive a second email saying you are enrolled.

### Previously Registered Users ([www.APTI-Learn.net](http://www.APTI-Learn.net)):

1. Enter email address and password in appropriate spaces;
2. Go to step 5 (above) and follow directions.

*IF YOU NEED ASSISTANCE REGISTERING FOR THE COURSE PLEASE CONTACT: JEFF GABLER (503) 478-4955 or [JGABLER@WESTAR.ORG](mailto:JGABLER@WESTAR.ORG)*

## TUESDAY, JULY 17, 2018

8:00	am	Welcome, Introduction and Pre-Test
8:45	am	Course Objectives, Air Permit Program Basics
10:00	am	Break
10:15	am	Air Permit Program Basics (cont'd)
11:15	am	Overview
12:00	noon	Lunch (on your own)
1:00	pm	Elements of an Effective Permit: Overview, Std. Conditions
2:30	pm	Break
2:45	pm	Elements of an Effective Permit: Emission Limits
4:30	pm	Adjourn for Day

## WEDNESDAY, JULY 18, 2018

8:00	am	Elements of an Effective Permit: Compliance Demonstrations, Using Data
8:45	am	Emission Limit Setting (Basic Statistics Primer and Exercises
10:00	am	Break
10:15	am	Emission Limit Setting (cont'd)
12:00	noon	Lunch (on your own)
1:00	pm	Elements of an Effective Permit: Other Conditions, Summary Tables, Attachments, Permit Writers Report
2:00	pm	Elements of Effective Permit: Recognizing Problem Terms & Conditions
2:45	pm	Break
3:00	pm	Evaluating Permit Conditions: Exercises
4:30	pm	Adjourn for Day

## THURSDAY, JULY 19, 2018

8:00	am	Characteristics of Effective Permits
8:45	am	Writing Permits

10:00	am	Break
10:15	am	Exercise: Assessing Actual Permit Conditions
11:30	am	Lunch (on your own)
12:45	pm	Exercise: Assessing Actual Permit Conditions (cont'd)
2:45	pm	Break
3:00	pm	Exercise: Assessing Actual Permit Conditions (cont'd)
3:45	pm	Post-Test
4:30	noon	Adjourn

## ABOUT THE TRAINING COURSE

**COURSE DESCRIPTION:** This course presents information on the major national programs in air pollution stationary source permitting. This course was designed to provide hands-on training in the methods and procedures used to effectively draft and review permit conditions used with a variety of permit programs. This course is designed for personnel of state and local permitting agencies who are new to permit programs, managers of programs which are impacted by permits, and inspectors who must read and interpret permit conditions. Examples of the various types of permit conditions are presented along with practical exercises.

### **MAJOR TOPICS:**

- Identification of the components required in a complete permit application evaluation,
- Explanation of the functions and purposes of each component of a complete permit application,
- Description of the characteristics of an effective permit,
- Explanation of the process, approaches that can be used to assure an effective permit is produced.

**SPACE LIMITATION:** Registration is limited to 30 attendees. Air quality staff from the fifteen western states receive registration preference.

**REGISTRATION FEES:** There are no registration fees for state, local or tribal air quality agency staff. For federal employees the registration fees are \$500.

## TRAINING LOCATION

### **Nevada Division of Environmental Protection**

901 S. Stewart Street  
Carson City, NV 89701  
(775) 687-4670

## HOTEL INFORMATION

Attendees and speakers are responsible for making their hotel reservations. Below is a list of potential hotels in Carson City. WESTAR DOES NOT have room blocks at these hotels. Please ask for government rate.

### **City Center Hotel**

800 N. Carson Street  
Carson City, NV 89701  
Phone: (866) 599-6674

### **Wyndham Garden Carson Station**

900 S. Carson Street  
Carson City, NV 89701  
Phone: (801) 359-7500

### **Hampton Inn & Suites**

10 Hospitality Way  
Carson City, NV 89706  
Phone: (775) 885-8800

### **Holiday Inn Express**

4055 N. Carson Street  
Carson City, NV 89706  
Phone: (775) 283-4055

### **Courtyard by Marriott**

3870 S. Carson Street  
Carson City, NV 89701  
Phone: (775) 887-9900