

WESTAR Council

Effective Permit Writing (APTI 454)

October 29-31, 2019

Arizona Department of Environmental Quality
1110 W. Washington Street
Phoenix, Arizona 85007
602-771-2300

Registration Deadline:
Friday, October 4, 2019



REGISTRATION INSTRUCTIONS:

First Time Users:

Please go to: 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):

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

TUESDAY, OCTOBER 29, 2019

8:30	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, OCTOBER 30, 2019

8:30	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, OCTOBER 31, 2019

8:30	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 and 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

Arizona Department of Environmental Quality

1110 W. Washington Street
Phoenix, Arizona 85007
602-771-2300

HOTEL INFORMATION

Attendees and speakers are responsible for making their hotel reservations. Below is a list of potential hotels in Phoenix. The listed hotels are ~1+ miles from training location. WESTAR DOES NOT have room blocks at these hotels. Please ask for government rate.

Hotel San Carlos – Downtown Convention Center

202 N. Central Avenue
Phoenix, AZ 85004
866-253-4121

Hyatt Regency Phoenix

122 N. 2nd Street
Phoenix, AZ 85004
602-252-1234

Hotel Palomar Phoenix

2 East Jefferson Street
Phoenix, AZ 85004
(602) 253-6633
Res: (877) 488-1908

Renaissance Phoenix Downtown

50 East Adams Street
Phoenix, AZ 85004
(602) 333-0000