

DUST CONTROL PERMIT APPLICATION INSTRUCTIONS

Submission Requirements

Applications shall be submitted to the Air Quality Management Division (AQMD) at least ten (10) business days prior to the commencement of work or expiration of a current permit to ensure adequate processing time. All fields must be completed unless otherwise noted.

The following is required for an application to be deemed complete:

- This application
- Site map that clearly identifies project boundaries and includes all associated stockpiles, haul routes, etc. For linear portions of the project (ex., road shoulder rehab), the length and width of the disturbance must be given, and the area converted to acres. Engineering drawings will not be accepted for project maps.

Mapping instructions can be found ([here](#)).

An application may be submitted via the following methods:

- Online through [Accela One Citizen Access \(ACA\)](#). Instructions for how to apply online can be found ([here](#)).
- By email to AQMDDust@nnph.org.
- In person via the AQMD drop box, located ([here](#)).

Fees and Payments

Invoices must be paid by check, money order, or credit card. Make checks and money orders payable to Northern Nevada Public Health, Air Quality Management Division or NNPH, AQMD. For payment with a credit card, the applicant will be notified by email once the invoice is ready for payment. Payment may be made with a credit card by following the instructions ([here](#)), or by calling the AQMD at 775-784-7200 Option 0 Monday-Friday 8am-4pm.

A Dust Control Permit is required for any dust generating activity that is equal to or greater than one (1) acre in size. For projects with an area of disturbance containing fractions of an acre (i.e., 1.34 acres, 1.55 acres, etc.), the base fee is multiplied by the acreage value rounded to the nearest whole number (see fee calculation examples below). The site map and application should still reflect the actual area of disturbance.

Fee Calculation Example:

If the project size is 5.4 acres, the invoice will be:

Administrative Fee + (Base Fee X 5)

Fee Calculation Example:

If the project size is 5.5 acres, the invoice will be:

Administrative Fee + (Base Fee X 6)

The Air Quality Management Division fee schedule can be found here:

<https://www.nnph.org/resources/fees/air-quality-management-fees.php>

Dust Control Permit Compliance

The owner and/or operator of a Dust Control Permit is required to maintain compliance with the Dust Control Permit Conditions and [DBOH Regulations 040.030](#) 24 hours per day, 7 days per week. The owner and/or operator must complete a daily [dust control log](#), which should be kept on the project site with the active Dust Control Permit. Required signage (as described in the [Dust Control Permit Sign Requirements](#) Form) shall be posted prior to the commencement of work and near the main entrance to the project where it can be easily observed by the public and the AQMD.

The Dust Control Program can be contacted at 775-784-7200 Option 5 or AQMDDust@nnph.org.

DUST CONTROL PERMIT APPLICATION

FOR AQMD USE ONLY

Application Information			
Application Type: New Renewal Modification			
For Renewals/Modifications Only. Existing Permit Number (APCPXX-XXXX):			
Project/Development Name:			
APN(s):			
Size of Project (acres):			
Project Start Date:		Project Completion Date:	
Applicant Information			
Company Name:			
Company Street Address:			
City:	State:	ZIP:	
Contact Name:		Title:	
Phone Number:		Email:	
General Contractor Information (all fields must be completed, even if the same as applicant)			
Company Name:			
Company Street Address:			
City:	State:	ZIP:	
Contact Name:		Title:	
Phone Number:		Email:	
After-Hours Contact Information (person's to be contacted during non-working hours in case of dust problems)			
After-Hours Contact #1			
Contact Name:		Title:	
Mobile Phone Number:		Email:	
After-Hours Contact #2			
Contact Name:		Title:	
Mobile Phone Number:		Email:	

By signing, the applicant shall constitute agreement to accept responsibility for maintaining compliance with the conditions of the permit and DBOH 040.030 24 hours per day, 7 days per week.

Responsible Official (Applicant) Signature (e-signature ok)

Date

Print Name

Title

Project/Development Information			
Detailed description of project/development:			
Type of Project (choose one):			
Commercial	Road Rehab/Maintenance	Municipal Project	Single Family Residence
Utilities	New Road/Highway	Residential Subdivision/Multi-Family	
Will fill material be required?	No	Yes	yd ³
Amount of material to be excavated (yd ³):			
Will there be an excess of native material as a result of excavation?	No	Yes	yd ³
Will crushing/screening equipment be used?	No	Yes	
If "Yes", Stationary Source Permit to Operate Number for the equipment (AAIRXX-XXXX):			
On-site soil type:			
Is there a soil analysis report available?	Yes	No	
Method(s) of dust control to be utilized (select all that apply):			
Water Truck(s). If yes, specify water source and how many trucks:			
Dust Palliative. If yes, attach an SDS and specify the type:			
Sprinklers/Water Cannons. If yes, specify the location(s):			
Compaction. If yes, what percent?			
Enclosure. If yes, specify the type (ex., fences, windbreaks, etc.):			
Revegetation. If yes, attach a seeding schedule and specify the type:			
Other (specify):			
Will temporary irrigation be supplied?	Yes	No	
On-Site Speed Limit:			
Method(s) to control mud/soil being tracked onto adjacent paved roadways:			
<i>Cleanup of track out shall be performed at least daily or immediately at any time during the day if track out is creating visible fugitive dust emissions for a period or periods accumulating more than (5) minutes in any one hour (DBOH 040.030).</i>			
Method(s) (ex., fences, barriers, etc.) to prevent unauthorized traffic on the construction site:			

Permanent stabilization methods such as construction of buildings, parking lots, etc., landscaping, revegetation, chemical sealant/palliative, or other approved method(s) of stabilization must occur prior to closure of a Dust Control Permit.