

Notice of Intent to Construct

FOR DEQ USE ONLY	
Permit Number:	Regional Office:
Application No:	Check Number:
Date Received:	Amount (\$):
Approved (date):	Staff Initials:

Instructions for this form are available on DEQ's web page [here](#).

1. Source Number:	Tax Lot #:
2. Company	3. Facility Location
Legal Name:	Name:
Ownership type:	Plant start date:
Mailing Address:	Street Address:
City, State, Zip Code:	City, County, Zip Code:
4. Number of Employees (corporate):	Number of Employees (plant site):

5. Facility Contact Person (authorized to provide additional data and information)	6. Industrial Classification Code(s)
Name:	SIC:
Title:	NAICS:
Phone number:	7. Type of construction/change*: (see instructions)
Fax number:	
Email address:	

8. Signature	
I certify that the information contained in this notice, including any schedules and exhibits attached to the notice, are true and correct to the best of my knowledge and belief.	
Name of official (Printed or Typed)	Title of official and phone number
Signature of official	Date

*Note: This form requires a \$720 fee (OAR 340-216-8020 Table 2) for Type 2 Construction Notifications. Basic and General ACDP sources are exempt from this fee. For a description of Construction Types 1 through 4, see instructions [here](#).

Construction information

9.	Will the construction establish a new emissions unit or point at the facility or location?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, include or otherwise attach a map, plot plan, or drawing that clearly shows the new emissions point. (also see map requirements of #30)
10.	Will the construction allow for an increase in production or capacity of the facility?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, by how much (include appropriate units or appropriate clarifying details):
11.	Will the construction increase any regulated pollutant emissions?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, by how much? (Use pre and post-construction 'Emissions Data' table below for each regulated pollutant. See OAR 340-200-0020(134) for a description of regulated pollutants)
12.	Will the construction cause any new regulated pollutants to be emitted that were not emitted previously?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, use pre and post-construction 'Emissions Data' table below for each regulated pollutant. (See OAR 340-200-0020(134) for a description of regulated pollutants)
13.	Are there any requirements applicable to the new construction or modification?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, list them:

14. Description of any existing facility or operations and the proposed construction or changes:

15. Provide a brief description of the production process **and** attach or include a detailed process flow chart or diagram clearly showing existing emissions units and any changes to the process flow expected after the construction or modification:

16.	Will the construction increase the size (i.e. physical footprint) of the facility?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, by how much? (unless the construction is for the installation of pollution control equipment, 'yes' to this question requires a LUCS specific to the changes)
17.	Will the proposed project move or otherwise relocate an emissions unit or emissions point at the site?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, include or otherwise attach a map, plot plan, or drawing that clearly shows the old and new emissions points. (also see map requirements of #30)
18.	Will the construction include pollution control equipment?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, which pollutants will be controlled (identify on the pre and post-construction 'Emissions Data' table below)? If yes, what is the capture and control efficiency (see #28, series AQ300 forms may include this data)? If yes, attach plans, manufacturer information, or specifications for the control equipment.
19.	Will the construction decrease pollutant emissions?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, describe or attach information showing which pollutants, by how much, and how the decrease will occur.
20.	Will the construction result in any increase or new fuels being used on site?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, list the types and approximate quantities expected to be used:
21.	Did you receive approval from the Local Land Use planning jurisdiction(s)? (typically the city or county)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, attach the findings, determination(s), and any conditions of approval.
22.	Does the proposed construction have any association with underground piping or underground storage tanks?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, it is the applicant's responsibility to contact the Underground Storage Tank program to determine applicable requirements. (For contact information, see DEQ's external website or the instructions document for this form)
23.	Will the construction result in any new or additional refuse generation?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes: What are the approximate types and amounts? What will be the method of disposal?

Timing of construction:

24.	Date on which contracts are signed, equipment is ordered, or the facility/entity has or will otherwise 'commit' to initiating construction activities	(mm/dd/yyyy)
25.	Anticipated date of the beginning of physical construction (i.e. breaking ground)	
26.	Anticipated date of construction completion	

*Note: Unless otherwise specified in an issued permit or the construction approval for this project, you must notify DEQ using the [AQ104C](#) form within 30 days of completing the construction or modification [OAR 340-210-0240(3)].

Equipment specific forms and other information to attach:

27. Review the specific device and activity forms in the series [AQ200](#). Attach relevant forms to this notification (including AQ230 if there are no specific forms for your proposed activity or construction). Have you attached or included all relevant device, activity, and process forms? Yes No
28. Review the pollution prevention and control device forms in the series [AQ300](#). Attach relevant forms to this notification (including AQ307 if there are no specific forms for your proposed activity or construction). Have you attached or included all relevant pollution prevention and control device forms? Yes No
29. Pollution Prevention and Control Devices: Does the proposed construction include any pollution control equipment or control devices that can be adjusted or varied from the highest reasonable efficiency and effectiveness? Yes No
If yes, include information necessary for DEQ to establish operational and maintenance requirements.
30. Include or attach a plot plan, map, or other map-related image that clearly shows or describes at least the following:
- The physical location of the site and proposed construction;
 - The height of the proposed constructed or modified source and emissions point(s);
 - A table or scale for distance;
 - The location of the nearest zoned residential property; and
 - The location of the nearest zoned commercial property.
31. Is there any information on pollution prevention measures or cross-media impacts you want DEQ to consider in determining applicable control requirements and evaluating compliance methods? Yes No
If yes, describe below or attach information.
32. Has DEQ issued an air permit for the location, plant site, or facility where construction is occurring? Yes No
If no, DEQ will need to estimate emissions and potential emissions from all activities on site.
- List and describe all emissions-generating activities and equipment on site (equipment or activity descriptions, sizes or ratings, fuel types used and quantities, production processes, etc.); or
 - Ensure appropriate AQ200 and 300 series forms are submitted to sufficiently describe all activities on site.

Emissions data

Pre-and Post-Construction emissions summary data. Note that column (a) will have multiple entries for each emissions unit (one row for each pollutant). See the [instructions](#) form for more information.

a. Emissions Point	b. Pollutant	c. Pre-Construction Emissions		d. Post-Construction Emissions	
		Short-term (specify units)	Annual (tons/year)	Short-term (specify units)	Annual (tons/year)

Submit two copies of the completed Notice of Intent to Construct to the Regional Office listed below for the area where the source is located.

Select County:
Oregon Department of Environmental Quality
Send Type 2 Application & Fee to:
Oregon Department of Environmental Quality Financial Services – Revenue Section 700 NE Multnomah St., Suite 600 Portland, OR 97232-4100