



DEPARTMENT OF ENVIRONMENT AND CONSERVATION  
DIVISION OF AIR POLLUTION CONTROL  
Davy Crockett Tower, 7<sup>th</sup> Floor  
500 James Robertson Parkway, Nashville, TN 37243  
Telephone: (615) 532-0554, Email: Air.Pollution.Control@TN.gov

**NON-TITLE V PERMIT APPLICATION INSTRUCTIONS**  
**ANTICIPATED MAXIMUM EMISSION RATE FOR CONSTRUCTION FEES**

This form should be completed for each construction permit application.

The Tennessee Air Pollution Control Division prefers that application forms be submitted via email to the email address [Air.Pollution.Control@TN.gov](mailto:Air.Pollution.Control@TN.gov). All application forms should be scanned/combined into one PDF document and sent as an attachment to the email. If email is not available, then application forms can be mailed to the address on the form.

The items below give a brief explanation of the information being requested on the form. The following numbers refer to the specific box on the form:

1. The organization's legal name is the name under which the company is registered with the Tennessee Secretary of State (SOS). The organization's legal name and SOS control number can be found on the SOS website at <https://tnbear.tn.gov/Ecommerce/FilingSearch.aspx>. If the organization is not registered with the SOS, then the owner's name must be listed. Government entities may not have an SOS control number.
2. Emission Source Reference Number will be assigned by the Tennessee Air Pollution Control division. It is an 8-digit number in the following format: NN-NNNN-NN

Sections 3, 4, and 5 should be completed for new emission sources.

3. For the first column, list the name of the emission source as it is given on the associated APC 101 form. "Anticipated maximum emission rate" (AMER) as defined on Page 3 of these instructions, refers to the maximum rate of actual emissions from each emissions point, excluding insignificant and exempt sources, from the APC 101 form. For most sources, the AMER is the maximum rate of actual emissions on an hourly basis multiplied by 8,760 hours per year. In most cases, the hourly emission rate should be the same as value found in the "Maximum Emissions (Lbs./Hr.)" column on page 2 of the APC 101 form. If an alternative calculation was used, include details in the Section 11 comments and attach calculations to the APC 101 form. To prevent double-counting of emissions, do not include HAPs that are PM-HAP or VOC-HAP and are already listed in the PM or VOC column, respectively.
4. The emissions for each pollutant in tons per year should be summed. (If using the fillable PDF form, the sums will be calculated automatically.)
5. The subtotals from row 4 should be summed to get the total AMER in tons per year. (If using the fillable PDF form, the subtotal will be calculated automatically.)

Sections 6, 7, and 8 should be completed for modified emission sources for which there will be an emissions increase (this is for changes to an existing permitted emission source).

6. For the first column, list the name of the emission source as it is given on the associated APC 101 form. The “Anticipated maximum increase in emissions” (AMIE) means the maximum rate of actual emissions, in tons per year, of the modified source, minus the maximum rate of actual emissions prior to the change. For most sources, these values are based on the maximum rate of actual emissions (before or after the modification) on an hourly basis multiplied by 8,760 hours per year. The maximum hourly rates before and after the change should be consistent with the value on page 2 of the APC 101 form for the current permit and the modification application, respectively. If an alternative calculation was used, include details in the Section 11 comments and attach calculations to the APC 101 form. To prevent double-counting of emissions, do not include HAPs that are PM-HAP or VOC-HAP and are already listed in the PM or VOC column, respectively. If a pollutant is not emitted by a modified source, if emissions are unchanged, if emissions are reduced, or if the source is already listed in Section 3, leave blank. Do not include emissions from modified insignificant or exempt sources.
7. The emissions for each pollutant in tons per year should be summed. (If using the fillable PDF form, the sums will be calculated automatically.)
8. The subtotals from row 7 should be summed to get the total AMIE in tons per year. (If using the fillable PDF form, the subtotal will be calculated automatically.)

If any emission sources are being retired or they are being modified in a way that will decrease emissions, those changes should NOT be included on this form and should not be used to decrease the construction fee due. (i.e., no netting)

9. The tons per year subtotals from Sections 5 and 8 should be summed to get the total emissions rate value for the construction permit application. (If using the fillable PDF form, the total will be calculated automatically.)
10. Check the appropriate box based on the total emissions rate determined in Section 9. This is the fee amount required for the construction permit. Construction permit applications cannot be considered complete until a construction fee is received. If the application is only for modifications that reduce emissions or the retirement of existing sources (including removal of permitted sources that were never constructed), the construction fee is \$100.

Check should be made payable to the Division of Air Pollution Control and mailed to:

Division of Fiscal Services - Consolidated Fees Section  
500 James Robertson Pkwy, 6th Floor  
Nashville, TN 37243

For online payments via credit card, ACH and Electronic Funds Transfer (ETF) please find the instructions on the “Where do I send my Fee Payment” tab on the following link:

<https://www.tn.gov/environment/air/fees.html>.

11. Include any comments in the space provided.
12. If this form is being submitted at the same time as an APC 100 form, then a signature is not required on this form. Date this form regardless of whether a signature is provided. If this form is

NOT being submitted at the same time as an APC 100 form, then a signature is required.  
Applications should be signed by the responsible person listed in Item 7 of the APC 100 form.

**Definitions:**

“Anticipated maximum emission rate” (AMER) means the maximum rate of actual emissions, in tons per year, from all regulated air pollutants, as defined in part (11)(b)19 of Rule 1200-03-09-.02, emitted from all sources listed in a construction permit application, excluding sources that are not required to obtain a permit in accordance with Rule 1200-03-09-.04. Except as specified below, the responsible official shall calculate the AMER based on each source operating at its maximum actual hourly emission rate, as listed in the construction permit application, for 8,760 hours per year. For applications that do not list a maximum pound-per-hour emission rate for a particular pollutant or source, the responsible official shall use the potential emissions, in tons per year, as listed in the construction permit application. The responsible official may use a reduced emission rate or hours of operation if the same is limited by federal or state air quality regulation, limited by operational constraints within the process (i.e., a bottleneck), or the responsible official has requested a limitation of the same in the construction permit application. Emission of a greenhouse gas that is a regulated air pollutant solely because the pollutant is a constituent of greenhouse gases shall not be included when calculating the AMER. Emission of a hazardous air pollutant that is also a VOC or particulate matter shall be counted only as VOC or particulate matter. When calculating the AMER for particulate matter, the responsible official shall use the highest of the source’s PM, PM10, or PM2.5 emission rate.

PM is particulate matter.

SO<sub>2</sub> is sulfur dioxide.

CO is carbon monoxide.

VOC is volatile organic compounds, as defined in TAPCR 1200-03-02-.01(1)(mmm).

HAPs are hazardous air pollutants, as established by section 112(b)(1) of the Clean Air Act.

PM-HAPs are hazardous air pollutants that are also particulate matter.

VOC-HAPs are hazardous air pollutants that are also volatile organic compounds (VOCs).

Lead (Pb) is any compound containing lead.

Miscellaneous Pollutants (MISC) are any regulated pollutants listed in TAPCR 1200-03-26-02.(2)(i) not already listed in the other columns of Sections 3 and 5. This includes, but is not limited to, each regulated pollutant from a source subject to the provisions of Chapter 1200-03-16 New Source Performance Standards.