

## Iowa Air Quality Self-Audit Guide

The Iowa Department of Natural Resources (Iowa DNR) and the Iowa Air Emissions Assistance Program (IAEAP) are providing this guidance to help small businesses comply with air quality requirements. This is not a comprehensive list of applicable requirements, but can serve as a compliance resource. The Guide is developed based on common issues identified during Iowa DNR air quality inspections.

### Air Quality Permitting

- Ensure awareness and familiarity with existing air quality construction permits that have been issued to your facility. Electronic copies of existing permits can be found in the following databases:
  - [Iowa DNR](#)
  - [Linn County](#)
  - [Polk County](#)

*Please note: Older permits (prior to 1990) may not be in electronic databases. Contact the appropriate agency directly if you are looking for older permits.*
  
- Review existing permits on a regular basis to ensure familiarity with the operating limits and recordkeeping requirements identified in each permit. Be aware that stacks and vents must conform to the physical characteristics (height, discharge style and outlet dimensions) listed in the permit.
  
- Ensure air quality construction permits have been issued for all processes or equipment present at your facility that emits a regulated air pollutant, unless otherwise exempt.
  - Regulated air pollutants include: particulate matter/dust (PM, PM<sub>10</sub>, PM<sub>2.5</sub>), volatile organic compounds (VOC), sulfur dioxide (SO<sub>2</sub>), nitrogen oxides (NO<sub>x</sub>), carbon monoxide (CO), lead (Pb), and listed [hazardous air pollutants](#) (HAPs).
  - Iowa Administrative Code list of air quality permitting exemptions ([567 IAC 22.1\(2\)](#))
  - Indoor venting sources – most indoor venting sources are not required to have air quality permits. [Click Here](#) for more information. *Please note, emissions from these sources must be included in facility-wide totals for determining major source applicability, and if the source is potentially subject to federal air toxics requirements.*
  
- Train the appropriate staff on the requirements outlined in your facility's permits or the exemptions you are using to ensure all requirements are being followed.
  
- Prior to installing new equipment or modifying existing equipment, air quality permitting requirements must be determined. Processes or equipment required to obtain air quality permits must submit and obtain permits **prior** to construction or modification. Read the [construction permit modification factsheet](#) for more information on permit modification requirements.
  - [Iowa EASY Air](#), the online permit application system, should be used to apply for new or modify existing permits. (Iowa EASY Air use for permit applications will be required beginning January 1, 2023.)

### Recordkeeping/Documentation

- Ensure recordkeeping requirements outlined in air quality permits, exemption requirements, or other regulations are up to date and can be made readily available for an Iowa DNR inspector to review. *Please note, recordkeeping requirements may include, but are not limited to, production hours or material usage records, maintenance records, equipment and control equipment inspections.*
  
- Ensure control equipment being used to reduce emissions has been properly inspected and maintained. Inspections and any corrective actions should be documented.

### **Air Toxics Regulations - National Emissions Standards for Hazardous Air Pollutants (NESHAPs)**

- The U.S. Environmental Protection Agency (EPA) and the Iowa DNR are required by law to reduce exposure to hazardous air pollutants (HAP). HAP are specific compounds that are known or suspected to cause cancer or other serious health effects. These HAPs are regulated by the NESHAP rules.
- The Iowa DNR has developed implementation tools for a number of NESHAPs. Use the [DNR's NESHAP webpage](#) to access tools and resources developed for the NESHAPs listed below:
  - Reciprocating Internal Combustion Engines (RICE)
  - Boilers and Process Heaters
  - Gasoline Dispensing
  - Gasoline Bulk Plants
  - Metal Fabrication and Finishing Facilities
  - Perc Dry Cleaning Facilities
  - Plating and Polishing Processes
  - Prepared Feeds / Feed Mills
  - Surface Coating Operations - Auto Body and Miscellaneous

Note: The above list is not a comprehensive list of all industries and processes affected by the federal NESHAP regulations. Use the [EPA's NESHAP webpage](#) for a comprehensive list.

### **Minor Source Emissions Inventory (MSEI)**

- Minor sources in Iowa are required to submit emissions inventories once every three years. Use the [DNR's Minor Source webpage](#) for more information. Facilities will be notified in January by the Iowa DNR if they are required to complete the inventory.
- To complete the inventory, facilities will need to calculate emissions from the previous calendar year and submit the inventory by May 15<sup>th</sup>. State and Local Emissions Inventory System ([SLEIS](#)) is a web-based emissions inventory reporting system that can be used by industry to manage facility and equipment information and to report point source emissions data to the Iowa DNR. (SLEIS use for MSEI submittal will be required beginning January 1, 2023.)

### **Facility Changes**

- When new equipment is to be installed or old equipment will be modified or replaced, ensure permit requirements are reviewed **prior** to construction or modification.
- When previously permitted equipment is removed from the facility or permanently decommissioned, a request to modify or rescind the associated air quality construction permit should be made. These requests should be made within [Iowa EASY Air](#).
- When a permitted facility undergoes a change of ownership, the new owner should review the [Change in Facility Ownership FAQs](#).
- Facility closure - the Iowa DNR should be notified in the event a facility will be permanently shut down.

**Additional Resources** - questions or assistance related to any of the guidance provided in this document may be directed to the Iowa DNR, the Iowa Air Emissions Assistance Program or the local air quality programs.

Iowa DNR [Air Quality Bureau](#): 515-725-8200

Iowa DNR [Air Quality Construction Permitting Helpline](#): 1-877-247-4692

[Iowa Air Emissions Assistance Program](#) (free assistance for businesses with 100 or less employees): 319-273-8905

[Polk County Air Quality Division](#): 515-286-3705

[Linn County Air Quality Division](#): 319-892-6000

[Iowa Administrative Code](#) (refer to section 567, chapters 20-35)