



Colorado Department  
of Public Health  
and Environment

## New Construction Permitting Process

Air Pollution Control Division

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The Air Pollution Control Division (Division) has been evaluating the Final Approval process for Construction Permits. Due to this evaluation, a new process has been created to issue Construction Permits. Starting **April 1, 2014**, Construction Permits will be issued as “Issuances” (i.e. Issuance 1, Issuance 2, etc). A new Issuance will be written for each modification to a permit. In lieu of receiving a Final Approval Permit at the completion of the self-certification process, a “Final Approval to Operate” letter will be issued, allowing sources the final authority to operate under the conditions of the Construction Permit Issuance #.

The process will be:

1. Source applies for a Construction Permit.
2. Source is issued Construction Permit Issuance 1.
3. Source self-certifies to Construction Permit Issuance 1.
4. The Division issues a “Final Approval to Operate” letter to operate under the conditions of Construction Permit Issuance 1, which confirms the completion of the self-certification requirements of that permit. Source is issued an invoice for processing time for this letter, and source shall pay the invoice within 30 days of receipt of the invoice.

If the source modifies an existing permit:

1. Source will provide appropriate documentation, including a new Air Pollutant Emission Notice (APEN), requesting a modification.
2. Source will be issued Construction Permit Issuance X<sup>1</sup>.
3. Source self-certifies to Construction Permit Issuance X<sup>1</sup>, if required by the permit (the permit language contains this determination).
4. If self-certification is required, the Division issues a “Final Approval to Operate” letter to operate under the conditions of Construction Permit Issuance X<sup>1</sup>, which confirms the completion of the self-certification requirements of that permit.

**NOTE:** The issuance of “Final Approval to Operate” letters will also be utilized for the current backlog of permits waiting for a Final Approval Permit to be issued. Therefore, some permits will have an Initial Approval Permit and a “Final Approval to Operate” letter instead of a Final Approval Permit.

Attached is a copy of an example “Final Approval to Operate” letter for your reference.

1. Issuance number determined by modification sequence. For instance, Issuance 2 is the first modification.

# STATE OF COLORADO

John W. Hickenlooper, Governor  
Larry Wolk, MD, MSPH  
Executive Director and Chief Medical Officer

Dedicated to protecting and improving the health and environment of the people of Colorado

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## CONSTRUCTION PERMIT FINAL APPROVAL TO OPERATE

### Issue Date:

Individual  
Company  
Street Address  
City, CO Zip  
Email address

Mr. Smith:

The Air Pollution Control Division reviewed and approved the information supplied with the self-certification for the construction permit listed below. Through this letter, you are issued this final approval to operate under the terms and conditions of the permit. **This final approval to operate letter is valid upon issuance and a copy shall be maintained with the associated permit to demonstrate self-certification is complete.** This letter shall be made available to the Division for inspection upon request.

Company Name:	
Source Name:	
Source Location:	
Make, Model, Serial #:	

Permit Number:		Issuance Number:	
AIRS ID:			

If required by the permit, the source shall operate in compliance with the most recently approved Operating and Maintenance Plan.

If you have any questions about this approval letter, please contact the Division at 303-692-3189.

Sincerely,

Doug Ryder  
Final Approval Coordinator  
Air Pollution Control Division