

VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT

RULE 13 - ACTION ON APPLICATIONS FOR AN AUTHORITY TO CONSTRUCT

(Adopted 6/13/95)

A. Initial Screening

Upon receipt of an application for an Authority to Construct, the APCO shall screen the submittal for any fees required by Regulation III and all required signatures. Any application lacking either of these items shall be returned to the applicant within 10 working days of receipt by the APCO with a notice that the application cannot be accepted.

B. Determination of Completeness

Upon receipt of an application containing the items listed in Section A of this rule, the APCO shall review the application for completeness. A complete application for an Authority to Construct contains all of the information listed in Section B of Rule 12.

1. The APCO shall notify the applicant in writing, within 30 days of receipt of the application, whether the application is complete.
2. If the APCO determines that the application is not complete, the APCO shall specify those parts of the application that are incomplete and shall specify the additional information needed to make the application complete and the reason that information is needed. If new information submitted by the applicant is still not sufficient to make the application complete, the APCO shall again specify what additional information is needed and the reason that information is needed. The APCO shall set a new 30 day deadline for determining completeness from each date any correspondence containing new information is received from the applicant.
3. After the APCO deems an application complete, the applicant shall not be required to submit additional information. However, the APCO may, in the course of processing the application, request the applicant to supply additional information to expedite processing.

C. Actions on Applications Deemed Complete

The following time limits may be extended for an additional period not to exceed 90 days upon consent of the applicant and the APCO.

1. Medium Sources: Within 90 days of the date on which the application was deemed complete, the APCO shall either issue or deny the Authority to Construct.

2. Large Sources: Within 180 days of the date on which an application for a large source, which does not require CEQA review, was accepted as complete, the APCO shall either issue or deny the Authority to Construct.

If the project requires CEQA review, the APCO shall issue or deny the Authority to Construct within 180 days of the date on which the lead agency has approved the project. If the Air Pollution Control District is the lead agency in a project that requires CEQA review, the District shall prepare and act on CEQA requirements and permit processing concurrently (H&SC 42301.3(h)).