



CITY OF PHILADELPHIA  
 DEPARTMENT OF PUBLIC HEALTH  
 PUBLIC HEALTH SERVICES  
 AIR MANAGEMENT SERVICES

Air Management Services  
 7801 Essington Avenue, 1<sup>st</sup> Floor  
 Philadelphia PA 19153  
 Phone: (215) 685-7572  
 FAX: (215) 685-7593

**AIR POLLUTION LICENSE APPLICATION FOR MINOR EMISSION SOURCE**

*(Prepare all information completely in print or type in duplicate)*

Location of Source (Street Address)	Facility Name	Tax ID No. (EIN or SSN)
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Type of Ownership  
 Individual  Partnership  Corporation  Government  Other ( Specify)

Owner	Mailing Address	E-mail:	Telephone
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Type and Use of Building or Plant	SIC Code
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Location of Licensed Equipment <input type="checkbox"/> Roof <input type="checkbox"/> Outside <input type="checkbox"/> Inside _____ Floor	Rated Capacity
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Description of Equipment or Process	Fuel type:
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Equipment or Process Components <i>(Use separate form for each piece of equipment unless part of the same process)</i>	Make / Manufacturer	Model Number / Serial Number	Installation Permit/Plan Approval No.	Installation Date

Person responsible for operation	Phone	Night
Day		

A tax clearance certificate is required to be submitted with the application. Please attach a copy of the tax clearance certificate.

Is the tax clearance attached?  
 Yes \_\_\_\_\_ No \_\_\_\_\_

For tax clearance, please see <https://www://phila.gov/2024-03-05-request-philadelphia-tax-clearance-certificate-online/>

**I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief and that I am duly authorized to represent the Owner or lessee. I understand that if I knowingly made any false statement herein, I am subjected to such penalties as may be prescribed by law and ordinances.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name & Title \_\_\_\_\_ Email \_\_\_\_\_

Address: \_\_\_\_\_ Phone \_\_\_\_\_

License No.	Plant ID	Health District	Census Tract	Fee	Date received
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Approved by	Date	Type of License <input type="checkbox"/> Annual <input type="checkbox"/> Indefinite	Expiration date
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Remarks

## Instructions

### AIR POLLUTION LICENSE APPLICATION FOR MINOR EMISSION SOURCE

1. Air Pollution License is required for the operation of a minor emission source. Minor emission source is the source being exempted from the 25 Pa Code 127.14 or is located in a facility that has the annual emission restriction of less than:

8 tons of Volatile Organic Compound (VOC) or Sulfur oxide (SO<sub>x</sub>);  
20 tons of Carbon monoxide (CO);  
10 tons of Nitrogen oxide (NO<sub>x</sub>);  
3 tons of particulate;  
1 ton of a single Hazardous Air Pollutants (HAP); or  
2.5 tons of combined HAP

2. The License is issued annually and expired on October 31 of each year except for the indefinite license. An indefinite license is for furnace or boiler with rated capacity of less than 5,000,000 BTU per hour using only No. 2 grade or lighter commercial fuel oil, or less than 10,000,000 BTU per hour using only natural gas.

3. Complete the application form and submit along with the application fee payable to the "City of Philadelphia".

4. Fee Schedule:

License Types and Description	Initial Application Fee	Annual Fee
<b>Indefinite licenses</b>		
Boilers and Furnaces Burning Natural Gas Only and with a Rated Capacity of less than 10,000,000 BTU/hr	\$270	None
Boilers and Furnaces Burning Distillate Oil or Dual Fired Boilers with a Rated Capacity of less than 5,000,000 BTU/hr	\$270	None
<b>Annual Licenses</b>		
Boilers and Furnaces Burning Natural Gas Only with a Rated Capacity Between 10,000,000 BTU/hr and 20,000,000 BTU/hr	\$270	\$225
Boilers and Furnaces Burning Distillate Oil or Dual Fired Boilers with a Rated Capacities Between 5,000,000 BTU/hr and 20,000,000 BTU/hr	\$270	\$225
Boilers & Furnaces Greater than 20,000,000 BTU per hour	\$645	\$600
IC Engine	\$645	\$600
Process – Automotive Spraybooths	\$645	\$600
Process - Paint Spraying Equipment (Non-Automotive) and Dryers	\$645	\$600
Process - Control Devices or Remediation Systems	\$645	\$600
Gasoline Dispensing Facilities or Gas Stations	\$420	\$375
Smoke Ovens, Tar and Asphalt Kettles, Road Material Treating Plants, and Varnish and Paint Heating Kettles, and Others	\$645	\$600

5. All information in the application is available to the public, if you wish to keep some information confidential, please place the stamped confidential information separately along with the requested letter. AMS will review the confidential request and advise you as appropriate.

6. All mail-in submissions and correspondence should be directed to:  
Source Registration  
Air Management Services  
7801 Essington Avenue  
Philadelphia, PA 19153.  
Phone 215- 685-7572

For online submittals, please go to <https://www.citizenserve.com/Philadelphia>

Directions for online submittal can be found below:

<https://www.phila.gov/media/20210428144400/SubmitLicenseApplicationThoroughWebPortal.pdf>

7. Terms

- Tax ID No. This is the Federal Tax ID or Social security number. If the applicant has an Employer Identification number (EIN), this number must be used. **This number should have exactly 9 digits.**
- SIC Code This is the Standard Industrial Classification Code for the main activity of this site.