



Guidance for Filling Out An Application for an Earth Moving Permit / Dust Control Plan

The Application for an Earth Moving Permit / Dust Control Plan Is At the End of This Guidance

Section 1 – Applicant Information

Submit the **completed application along with appropriate fee** to the Department of Environmental Quality using one of the following methods:

- Completed and signed application forms can be submitted:
 - Email (**PREFERRED**): air@gric.nsn.us
 - In-person: 124 Skill Center Rd., Sacaton, AZ
 - Mail: P.O. Box 2139, Sacaton, AZ 85147
- The appropriate fee can be submitted:
 - Online (**PREFERRED**): Go to www.gricdeq.org and click "ONLINE PAYMENTS" under the top picture for link to online payment portal and How-To Guide for making payments
 - Phone: Call the Cashier's Office at 520-562-9621 to make a credit card payment by phone (reference "DEQ28" charge code).
 - In-Person: Make a payment by check or credit card at the Cashier's Office. Make checks payable to "Gila River Indian Community DEQ" and reference "DEQ28" charge code.

The **Appropriate Fee** for your Earth Moving Permit application, is:

- If total surface area disturbed is 1.0 to 9.99 acres = \$75.
- If total surface area disturbed is 10 acres or greater = \$36/acre plus \$110.
- To assist with the fee determination, Item 11 in Section 2 automatically calculates the fee based on the size of the project.

A Responsible Official is one of the following:

- For a corporation, a corporate officer or any other person who performs similar policy or decision making functions for the corporation, or a duly authorized representative of such person, if the representative is responsible for the earth moving operation in the subject application. Delegation of authority to such representative shall be approved in advance by the GRIC Department of Environmental Quality.
- For a partnership or sole proprietorship, a general partner or the proprietor, respectively.
- For a Federal, or other public agency, the principle executive officer or ranking elected official of that entity.

Section 2 – Project Information – Drawing

Section 2 – Complete all project information. When calculating the amount of disturbed area for trenching, include the dimensions of the trench, stockpiling areas, and staging areas.

Section 3 – Dust Control Plan

An Earth Moving Permit must contain a **Dust Control Plan**. You may fill-out Section 3 of the Application for an Earth Moving Permit / Dust Control Plan and submit it as your Dust Control Plan or you may write your own Dust Control Plan describing all control measures to be used during the project and submit it as your Dust Control Plan.

Water: Sources of fugitive dust, listed in Section 3, that include “Apply water...” as a control measure require specifics about water availability and water application. If you choose to apply water as a control measure, you must complete Section K.

Dust Suppressants: If you choose the control measure “dust suppressant(s) other than water”, you must describe the method of dust suppressant(s) application. Express frequency in terms of how often the surface will receive a complete application of dust suppressant(s) (i.e., the frequency may be three applications per day). Express intensity in units such as gallons per minute. Also, include as an attachment.

- Product specifications or label instructions for approved usage.
- Information on environmental impacts and approvals or certifications related to appropriate and safe use for ground application.
- Any dust suppressant must be approved by the GRIC Department of Environmental Quality.

Describing Major Project Phases: You may use the Project Information Drawing in Section 2 to show the various project phases, along with a time line depicting relative start and stop times. Indicate on the line provided for describing major project phases that you have shown the various project phases on the Project Information Drawing.

Bulk Material Handling and Hauling: Part V, Section 2.0 subsection 10.0 of the GRIC Air Quality Management Program Plan contains “Work Practices” that must be implemented for bulk material handling, storage, and/or transporting operations. Work Practices apply to the use of equipment, haul trucks, and/or motor vehicles, such as but not limited to the loading, unloading, conveying, transporting, piling, stacking, screening, grading, or moving of bulk materials, which are capable of producing fugitive dust at an industrial, institutional, commercial, governmental, construction, and/or demolition site. When designing your Dust Control Plan, you must choose control measures for all bulk material handling and bulk material hauling that you will do on-site within the boundaries of the work site and that you will do off-site onto paved public roadways.

Open Storage Piles: The control measures for open storage piles are contained in Part V, Section 2.0 subsection 10.5 of the GRIC Air Quality Management Program Plan. Open Storage piles are defined as any accumulation (by stacking, loading, and unloading) of bulk material with a 5% or greater silt content that in any one point attains a height of 3 feet and covers a total surface area of 150 square feet or more. If you choose to construct wind barriers around open storage piles, as a control measure, you must construct the wind barriers around three sides of the open storage pile. The walls of the enclosure must be no less than equal to the length of the pile; the height of the enclosure must be at least equal to the height of the pile; the distance of the pile from the sides of the enclosure must not be more than twice the height of the pile, and the material of which the sides are made must be no more than 50% porous.

Spillage, Carry-Out, Erosion, and/or Track-Out: Part V, Section 2.0 subsection 10.3 of the GRIC Air Quality Management Program Plan requires spillage, carry-out, erosion, and/or track-out to be cleaned up at least at the end of the work day if it extends less than 50 feet along a paved public roadway or immediately if it extends more than 50 feet along a paved public roadway.

Surface Gravel, Recycled Asphalt, Or Other Suitable Material: If you choose to “Apply and maintain surface gravel, recycled asphalt, or other suitable material” as a control measure for unpaved haul/access roads, you must comply with one of the control measures in Table 1 (Unpaved/Haul/Access Roads 1C-5C refer to **Attachment A**) of Part V, Section 2.0 of the GRIC Air Quality Management Program Plan:

- Do not allow visible dust emissions to 20% opacity and either do not allow silt loading to be equal to or greater than 0.33 oz/ft² or do not allow silt content to exceed 6%.

Gila River Indian Community
Department of Environmental Quality
Air Quality Program
 168 Skill Center Rd.
 Sacaton, AZ 85147
 PHONE: (520) 562-2234
 EMAIL: air@gric.nsn.us

For Official Use Only:

Permit No.: _____ Expires: _____

Application for an Earth Moving Permit / Dust Control Plan

In order for the GRIC Department of Environmental Quality to process an application for an Earth Moving Permit / Dust Control Plan all applicants must submit a complete application along with appropriate fee to our offices. Upon permit approval, please keep a copy of finalized Earth Moving Permit on-site.

Section 1 – Applicant Information

1. **Where to send permit:** Email: _____
 Name: _____ Phone: _____
2. **Did you receive a no-permit violation?** ☐ Yes ☐ No
3. **Applicant Must Be One Of The Following (Check All That Apply):**
☐ Property Owner ☐ Developer ☐ General/Prime Contractor ☐ Lessee ☐ Department/GRIC Enterprise
4. **Applicant:**
 Type of Entity: ☐ Association ☐ Business Trust ☐ Corporation ☐ Government Entity ☐ Individual
☐ GRIC Enterprise ☐ LLC ☐ LLP / LLLP ☐ Partnership ☐ Sole Proprietor
 Business or Individual Name: _____
 Mailing Address: _____
 Phone: _____ Business Email: _____
 Highest Ranking Official - Name: _____
 Phone: _____ Email: _____
5. **Property Owner/Developer (If Not Applicant):**
 Type of Entity: ☐ Association ☐ Business Trust ☐ Corporation ☐ Government Entity ☐ Individual
☐ GRIC Enterprise ☐ LLC ☐ LLP / LLLP ☐ Partnership ☐ Sole Proprietor
 Name: _____ Phone: _____
 Mailing Address: _____
 Contact Person - Name: _____
 Phone: _____ Email: _____
6. **Primary Project Contact / Authorized On-Site Representative:**
 Name: _____ Title: _____ Phone: _____
 Company: _____ Email: _____

7. Signature of a Responsible Official of the Applicant:

I hereby certify that, based on information and belief formed after reasonable inquiry, the statements and information in the Application for an Earth Moving Permit / Dust Control Plan and any attached documents, are true, accurate, and complete.
A Responsible Official of the Applicant is the person who will be contacted or named in any enforcement action initiated by the GRIC Department of Environmental Quality or the GRIC Tribal Courts.

Signature: _____

Printed Name: _____ Date: _____

Section 2 – Project Information

8. Type Of Project. Check All That Apply.

- | | |
|--|--|
| ☐ Residential/Commercial/Industrial | ☐ Trenching |
| ☐ Road Work | ☐ Site Preparation/Land Development |
| ☐ Temporary Storage/Yard | ☐ Demolition/Renovation |

9. Project Name: _____

10. Project Description: _____

11. Project Address: _____ District: _____

12. Nearest Major Intersection: _____

11. Size of Area (acres) disturbed for duration of this project, including staging & stockpile areas: _____

12. CALCULATED FEE: \$ Error

13. Project Start Date: _____ Project End Date: _____

14. Estimated cubic yards of Bulk Material to be imported and exported in total: _____

15. An Earth Moving Permit / Dust Control Plan will not be issued, unless a drawing is submitted. Attach a separate page (at least 8 ½" x 11") with a drawing showing all of the following elements:

- Entire project site boundaries
- Acres to be disturbed with linear dimensions
- Nearest public roads
- North arrow
- Planned exit locations onto paved public roadway

16. **Project Information Sign:** In accordance with Part V, Section 2, Subsection 11 of the AQMP, the owner and/or operator of a source/site that is five (5) acres or larger, shall erect a project information sign at the main entrance and that is visible to the public. Such sign shall be a minimum of four (4) feet long by four feet wide, have a white background, have black block lettering which is at least four (4) inches high, and shall contain the following information:

- Project name; and
- Permit number; and
- Name and phone number of person(s) responsible for conducting the project; and
- Text stating: "Complaints? Call GRIC Department of Environmental Quality (520) 562-2234."

17. Does The Project Include Renovation Or Demolition Activities?

Yes ☐ No ☐

Renovation Or Demolition Activities: All facilities scheduled for renovation or demolition must be inspected by a certified Asbestos Hazard Emergency Response Act (AHERA) accredited asbestos building inspector. You must keep a copy of any reports of inspections, including laboratory test results of samples collected, for 2 years.

NESHAP stands for National Emission Standards for Hazardous Air Pollutants. NESHAP's are described in 40 Code Of Federal Regulations (CFR) Part 61 and Part 63 (1998). If your facility is scheduled for renovation or demolition and is subject to the requirements of these Federal regulations, you must attach a copy of the 10-day NESHAP notification.

Is Asbestos Present? Yes ☐ No ☐

AHERA Determination Made By: _____ Date: _____

10-Day NESHAP Notification Submittal Date (Attach Copy Of 10-Day NESHAP Notification): _____

Renovation Or Demolition Start Date: _____

Section 3 – Dust Control Plan

- Check the box in front of all the following sources of fugitive dust that you anticipate from your project. If fugitive dust is not anticipated from the source, check the "N/A" box on the far right side of the source type.
- Check the "P" box for at least one of the listed control measures or work practices under each checked box/source of fugitive dust; for primary control measures that you will implement during your project. The control measures marked "Required" are required to be implemented.
- Check the "C" box in front of at least one of the listed control measures or work practices under each checked box/source of fugitive dust; for contingency control measures that you will implement during your project.
- If any changes are made to the Dust Control Plan, the permittee does not need to notify DEQ but will be expected to provide documentation of changes during DEQ site inspections.
- **The Permittee shall keep a daily written log recording the actual application or implementation of the control measures delineated in the approved Dust Control Plan, including maintaining water truck logs.**
- **Notify GRIC DEQ Air Quality Program (email air@gric.nsn.us) when project is complete so that a final inspection can be conducted.**

Vehicles / Motorized Equipment Use

☐ **B.1. Unpaved Staging Areas, Parking Lots, and Material Storage Areas:** ☐ **N/A**

- ☐P ☐C **Pave**
- ☐ Prior to project ☐ During project ☐ End of project
- ☐P ☐C **Apply and maintain gravel, recycled asphalt, or other suitable material** at quantities sufficient to ensure that particulate emissions do not exceed 20% opacity and such that the area meets the silt loading and silt content limits of Subsection 4.0 of Part V, Section 2.0 of the GRIC Air Quality Management Program Plan.
- ☐P ☐C **Apply water** at a frequency and intensity to comply with Subsection 3.1 of Part V, Section 2.0 of the GRIC Air Quality Management Program Plan (maximum 20% opacity). **Complete Section K;** Application of water must be confirmed utilizing log books on water trucks.
- ☐P ☐C **Apply and maintain dust suppressant(s)** other than water:
- Frequency of application: _____
- Amount: _____
- Product specifications: _____.
- Method of application: _____.
- Application equipment capacity: _____.
- Environmental impacts and approvals/certs. of safe use for ground application: _____.
- ☐P ☐C **Limit vehicle speed to 15 miles per hour** or less and limit vehicle trips to no more than 20 per day.
- Max. # of vehicle trips per day (includes employee vehicles, equipment, haul/water trucks): _____
- Description of how vehicle speeds will be restricted to 15 mph or less: _____
- ☐P ☐C **Other:** _____

☐ **B.2. Unpaved Haul/Access Roads:**
☐ **N/A**
☐ **P** ☐ **C** **Pave**
☐ Prior to project

☐ During project

☐ End of project

☐ **P** ☐ **C** **Apply and maintain gravel, recycled asphalt, or other suitable material** at quantities sufficient to ensure that particulate emissions do not exceed 20% opacity and such that the area meets the silt loading and silt content limits of Subsection 4.0 of Part V, Section 2.0 of the GRIC Air Quality Management Program Plan.

☐ **P** ☐ **C** **Apply water** at a frequency and intensity to comply with Subsection 3.1 of Part V, Section 2.0 of the GRIC Air Quality Management Program Plan (maximum 20% opacity). **Complete Section K;** Application of water must be confirmed utilizing log books on water trucks.

☐ **P** ☐ **C** **Apply and maintain dust suppressant(s)** other than water:

Frequency of application: _____

Amount: _____

Product specifications: _____.

Method of application: _____.

Application equipment capacity: _____.

Environmental impacts and approvals/certs. of safe use for ground application:

_____.

☐ **P** ☐ **C** **Limit vehicle speed to 15 miles per hour** or less and limit vehicle trips to no more than 20 per day.

Max. # of vehicle trips per day (includes employee vehicles, equipment, haul/water trucks): _____

Description of how vehicle speeds will be restricted to 15 mph or less:

Specify which area(s) this will apply to: _____

☐ **P** ☐ **C** **Other:** _____

Disturbed Surface Area Stabilization

☒ **C.1. Disturbed Surface Areas – Before Dust Generating Operations Occur:**

☐ **P** ☐ **C** **Pre-water** site to the depth of cuts. **Complete Section K;** Application of water must be confirmed utilizing log books on water trucks.

☐ **P** ☐ **C** **Phase work** to reduce the amount of disturbed surface area at any one time.

☐ **P** ☐ **C** **Other:** _____

**C.2. Disturbed Surface Areas – During Dust Generating Operations Occur:**

Apply water to keep soil visibly moist. **Complete Section K;** Application of water must be confirmed utilizing log books on water trucks



Apply and maintain dust suppressant(s) other than water:

Frequency of application: _____

Amount: _____

Product specifications: _____.

Method of application: _____.

Application equipment capacity: _____.

Environmental impacts and approvals/certs. of safe use for ground application:

_____.



Construct fences or 3 foot - 5 foot high wind barriers with 50% or less porosity (in combination with watering or dust suppressants above). Show locations on drawing in Section 2.



Cease operations (as a contingency control measure only)



Other: _____

**C.3. Disturbed Surface Areas – Temporary Stabilization Including****Weekends, After Work Hours, Holidays, and Periods Up to 8 Months:**

Restrict vehicular access, in combination with applying water or dust suppressant.



Apply water



Apply and maintain surface gravel



Apply and maintain dust suppressants other than water

Frequency of application: _____

Amount: _____

Product specifications: _____.

Method of application: _____.

Application equipment capacity: _____.

Environmental impacts and approvals/certs. of safe use for ground application:

_____.



Cover storage piles with tarps, plastic, etc. such that wind will not remove covering(s)



Establish vegetative ground cover (landscaping)



Other: _____

**C.4. Disturbed Surface Areas – Permanent Stabilization Required Within 8****Months of Ceasing Dust Generating Operations:**

- ☐P ☐C **Pave**
☐ Prior to project ☐ During project ☐ End of project
- ☐P ☐C **Apply and maintain gravel, recycled asphalt, or other suitable material** at quantities sufficient to ensure that particulate emissions do not exceed 20% opacity and such that the area meets the silt loading and silt content limits of Subsection 4.0 of Part V, Section 2.0 of the GRIC Air Quality Management Program Plan.
- ☐P ☐C **Apply and maintain dust suppressants** other than water
 Frequency of application: _____
 Amount: _____
 Product specifications: _____.
 Method of application: _____.
 Application equipment capacity: _____.
 Environmental impacts and approvals/certs. of safe use for ground application: _____.
- ☐P ☐C **Establish vegetative ground cover** (landscaping)
- ☐P ☐C **Restrict vehicular access**, in addition to other control measures.
- ☐P ☐C **Restore area** such that the vegetative ground cover and soil characteristics are similar to adjacent or nearby undisturbed native conditions.
- ☐P ☐C **Prevent access/trespass:**
☐ Ditches ☐ Fences ☐ Berms ☐ Shrubs ☐ Trees ☐ Other: _____
- ☐P ☐C **Other:** _____

Bulk Material Handling**D.1. Bulk Material Hauling Off-Site Onto Paved Public Roadways:****N/A**

Required Cover haul trucks with a tarp or other suitable closure; and Load all haul trucks such that the freeboard is not less than 3 inches; and Prevent spillage or loss of bulk material from holes or other openings in the cargo compartment's floor, sides, and/or tailgate(s)

Required Before the empty haul truck leaves the site, clean the interior of the cargo compartment or cover the cargo compartment.

Select at least one Contingency measure:

- ☐C **Apply water** to the top of the load
- ☐C **Apply dust suppressants** other than water to the top of the load
- ☐C **Cease operations**
- ☐C **Other:** _____

☐ **D.2. Bulk Material Hauling On-Site Within The Boundaries of the Work Site** ☐ **N/A**
BUT Not Across Areas Accessible to the Public:

- ☐P ☐C Limit vehicular speeds to 15 miles per hour or less while traveling on the work site.
- ☐P ☐C Apply water to the top of the load.
- ☐P ☐C Apply dust suppressants other than water to the top of the load
- ☐P ☐C Cover haul trucks with a tarp or other suitable closure.
- ☐C Cease operations.
- ☐P ☐C Other: _____

☐ **D.3. Bulk Material Hauling On-Site Within The Boundaries of the Work Site** ☐ **N/A**
AND Also Across Areas Accessible to the Public:

- Required** Load all haul trucks such that the freeboard is not less than 3 inches;
- Required** Prevent spillage or loss of bulk material from holes or other openings in the cargo compartment's floor, sides, and/or tailgates; and
- Required** Install a trackout control device that removes particulate matter from tires and the exterior surfaces of haul trucks and/or motor vehicles that traverse the work site.

Select at least one Contingency measure:

- ☐C Cease operations.
- ☐C Other: _____

☐ **D.4. Bulk Material Handling (Stacking, Loading, and/or Unloading):** ☐ **N/A**

- ☐C Cease operations (contingency only)
- ☐P ☐C Apply water at a frequency and intensity so as not to exceed 20% opacity.
- ☐P ☐C Apply and maintain dust suppressants other than water
- Frequency of application: _____
- Amount: _____
- Product specifications: _____.
- Method of application: _____.
- Application equipment capacity: _____.
- Environmental impacts and approvals/certs. of safe use for ground application: _____.
- ☐P ☐C Other: _____

☐ **D.5. Open Storage Piles:**☐ **N/A**

- ☐P ☐C **Cover** open storage piles with tarps, plastic, or other material.
- ☐P ☐C **Apply water** to maintain soil moisture content at a minimum of **12% or 70% of the optimum moisture content** for compaction.
- ☐P ☐C **Apply water** as needed to establish and maintain a **visible crust**.
- ☐P ☐C **Construct wind barriers**. This control measure must be used in combination with at least one of the above control measures, except covering.
- ☐P ☐C **Other:** _____

Trackout, Carry-out, Spillage, and Erosion☐ **E.1. Trackout from Work Sites w/ 5+ Acres of Disturbed Surface Area**☐ **N/A****OR w/ 100+ Cubic Yards of Bulk Material Hauled On/Off Site Per Day:**

- ☐P ☐C **Install a grizzly / rumble grate** at all access points.
- ☐P ☐C **Install a wheel wash** system at all access points.
- ☐P ☐C **Install gravel pad** at all access points (at least 30 feet wide, 50 feet long, and 6 inches deep).
- ☐P ☐C **Pave** (starting from the point of intersection with a paved public roadway and extending for a centerline distance of at least 100 feet and a width of at least 20 feet).
- ☐C **Cease Operations**
- ☐C **Other:** _____

☒ **E.2. Spillage, Carry-Out, Erosion, and/or Trackout:**

*If trackout extends **more than** 50 feet along a paved public roadway, it must be cleaned up IMMEDIATELY.*

*If trackout extends **less than** 50 feet along a paved public roadway, it must be cleaned up NO LATER THAN THE END OF THE WORK DAY (or 8pm at the latest).*

- ☐P ☐C **Operate a street sweeper or wet broom** (with sufficient water, if applicable, at the speed recommended by the manufacturer).
- ☐P ☐C **Manually sweep-up** deposits.
- ☐P ☐C **Other** (describe in detail): _____

☐ **H. Demolition Activities:**☐ **N/A****Required** Apply water to debris immediately following demolition activity;**Required** Stabilize surrounding area immediately following demolition activity. Water all disturbed soil surfaces to establish a crust and prevent wind erosion of soil

Select at least one Contingency measure:

☐ **C** **Thoroughly clean** debris from paved & other surfaces following demolition activity.☐ **C** **Other:** _____☐ **J. Blasting Operations:**☐ **N/A****Required** Discontinue blasting of wind gusts above 25 mph;**Required** Pre-water AND maintain surface soils in a stabilized condition where support equipment and vehicles will operate (Complete Section K).

Select at least one Contingency measure:

☐ **C** **Other:** _____☐ **K. Water Supply and Application:**☐ **N/A****1. Water Sources (select all that apply):**☐ Metered Hydrant Quantity: _____ Size: _____☐ Water Tower Quantity: _____ Size: _____☐ Water Pond Quantity: _____ Size: _____☐ Off-Site Quantity: _____ Size: _____☐ Hose Bib Quantity: _____ Size: _____☐ Other: Description _____ Qty: _____ Size: _____**2. Water Methods (select all that apply):**☐ Hose Quantity: _____ Size: _____☐ Water Truck Quantity: _____ Size: _____☐ Water Pull Quantity: _____ Size: _____☐ Water Buffalo Quantity: _____ Size: _____☐ Other: Description _____ Qty: _____ Size: _____