

Instructions for Completing the Permit Application

1 Permittee/Applicant Information - (Activity Permit Holder)

This area is to be filled out with the information pertaining to the company or individual whose name will be on the permit as the actual Permittee. Subcontractors hired by the Permittee to conduct the activities prescribed under this permit may be covered under the permit at the discretion of the Permittee. Both the subcontractor conducting work on behalf of the Permittee and the Permittee are responsible for compliance with applicable fugitive dust regulations in Pima County Code Title 17, Air Quality.

2 Applicant's Representative or Agent – (Party Submitting Application)

This area is to be filled out by the person submitting the application, if different from section 1. If the applicant is not the person or the owner/operator of the company performing the activities, the applicant must provide written verification that he/she is an authorized agent of the Permittee or has been delegated the responsibility to act as a representative for the company. If the Applicant and the Permittee are the same, the applicant may designate this by writing the word “same” on the Name line of this area and forgo completing the rest of the section.

3 Site Information

This information will assist PDEQ inspectors in identifying the exact location of the jobsite. PDEQ understands that a site address has not always been issued to a property prior to submitting an application and is therefore not available to the Permittee. In lieu of an address, a clear description of the project location must be given. If an official project name has not been established, then a unique project description is required. The “Intended Use of the Site after Project Completion” offers PDEQ an understanding of the work to be completed. The “Site Contact” should be a person familiar with the job site who is capable of answering questions regarding the site.

4 Permit Specifications

This area must contain a checkmark by each activity that will be covered under a permit and the exact amount of work to be completed. Any changes to the size and scope of the activities, that exceed the amount permitted, will require the Permittee to obtain an additional activity permit to include the added acreage, footage, linear feet or days prior to exceeding the limits of the permit. Be advised that trenching footage conducted within the footprint of a road covered by an active activity permit does not need to be accounted for in the application.

Table 17.12.540 ACTIVITY PERMIT FEES SCHEDULE

Single Activity Permit	
ACTIVITY	RATE COMPONENTS
Landstripping and/or Earthmoving	1-2 Acres \$100.00
	>2-10 Acres \$500.00
	>10-40 Acres \$1,500.00
	>40+ Acres \$3,000.00
Trenching	300-500 Ft. \$75.00
	501-1500 Ft. \$200.00
	1501-5000 Ft. \$400.00
	5001+ Ft. \$800.00
Road Construction	50-1000 Ft. \$50.00
	1001-3000 Ft. \$250.00
	3001-6000 Ft. \$500.00
	6001+ Ft. \$1000.00
Blasting	\$25.00
Multiple Activity Permit	1-10 Acres \$625.00
	>10-40 Acres \$2,000.00
	>40+ Acres \$4,000.00

Cash or Check only