



Revisions to Allow Electronic Submittal of Documents
Air Quality Committee Meeting – March 9, 2022
Department of Environmental Quality



Background

- Some of the current air quality rules in 15A NCAC, Subchapters 02D and 02Q, require physical copies of correspondence, records, and applications.
- Other rules do not specify the format of correspondence, records, and submittals, and may benefit from clarification.
- Throughout the last 2 years in response to the pandemic, many records, applications, and correspondence have been received and reviewed electronically as staff work remotely.

Background

- DEQ is developing a digital document repository using Laserfiche (secure digital content management software) to store official agency records. The system will have an interface through which public records can be viewed remotely.
- For hard copy records, staff will need to scan and apply optical character recognition (OCR) software before uploading the record.
- Documents received electronically will likely be searchable and can be uploaded directly into the repository, saving staff time and agency resources, and preserving the quality of the records.

Concept

DAQ is proposing revisions to various air quality rules throughout Subchapters 02D and 02Q to allow electronic copies of applications, submittals, records, and correspondence where physical hard copies are currently required.

Concept

Examples:

02Q .0505(5):

*“for corrections of typographical errors; changes of the name, address, or telephone number of any individual identified in the permit; changes in test dates or construction dates; or similar minor changes: **three copies of a letter** signed by a responsible official in accordance with 15A NCAC 02Q .0520 describing the proposed change and explaining the need for the proposed change.”*

02D .0546(f)(2):

*“The owner or operator shall submit a quarterly summary report, with the original signature of the permittee or the authorized responsible official, of the monitoring and recordkeeping activities **postmarked** no later than 30 days after the end of each calendar year quarter. The report shall contain the following:
...”*

Concept

Examples:

02Q .0104:

WHERE TO OBTAIN AND FILE PERMIT APPLICATIONS

(a) Application forms for a permit or permit modification may be obtained from and shall be filed with the Director, Division of Air Quality, 1641 Mail Service Center, Raleigh, North Carolina 27699-1641 or any of the regional offices listed pursuant to 15A NCAC 02Q .0105.

(b) The number of copies of applications to be filed shall be specified in 15A NCAC 02Q .0305 and .0507.

[02Q .0507 requires ≥ 3 copies of permit applications.]

Progress and Next Steps

Progress:

- DAQ has identified the rules in Subchapters 02D and 02Q that may require revisions.

Next Steps...

- DAQ is discussing potential revisions to allow increased electronic submittals while still meeting public records requirements.

Tentative Rulemaking Timeline

(Subject to Change)

- ✓ 3/9/2022 Concept to Air Quality Committee (AQC)
- May 2022 Draft Rules to AQC
- July 2022 Request to Proceed to Comment and Hearing to Environmental Management Commission (EMC)
- Aug-Oct 2022 Public Comment Period and Hearing
- Nov 2022 Adoption by EMC
- Dec 2022 Rules Review Commission Approval
- 1/1/2023 Tentatively Effective

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