

## Registering Your Business Annually with Spokane Regional Clean Air Agency

Spokane Regional Clean Air Agency (Spokane Clean Air) registers businesses annually to ensure that their operations are in compliance with local, state and federal regulations and to maintain an accurate inventory of air contaminants released into Spokane’s air. Additionally, this information is used to evaluate the effectiveness of local air pollution control strategies designed to meet National Ambient Air Quality Standards.

### What businesses need to register?

Existing and new sources of air contaminants throughout Spokane County must register annually with Spokane Clean Air. Registration includes annual reporting, annual fees, and compliance inspections. There are over 600 commercial and industrial operations in Spokane County that are currently registered with Spokane Clean Air.

Below is a sample list of types of operations registered with Spokane Clean Air.

- |                                |                              |
|--------------------------------|------------------------------|
| Asphalt plants                 | Auto body shops              |
| Boilers                        | Brick/clay manufacturers     |
| Bulk gasoline terminals        | Casting foundries            |
| Chemical plants                | Coffee roasters              |
| Concrete manufacturers         | Dry cleaners                 |
| Engines, stationary ICE        | Fiberglass fabrication       |
| Gasoline dispensing facilities | Metallic mineral processing  |
| Metal plating                  | Mills; seeds, feed, flouring |
| Mills; lumber, plywood         | Paint shops                  |
| Plastic fabrication            | Printing operations          |
| Sandblasting                   |                              |

### Is there a fee for registering?

Yes, there is an annual fee, invoiced in January, for maintaining the registration of a business. Pursuant to Spokane Clean Air’s Regulation I, Article X, Section 10.02(D), the Board shall periodically review fees in the Fee Schedule for registered sources and determine if the total projected fee revenue to be collected is sufficient to fully recover direct and indirect program costs. Any proposed fee revisions shall include opportunity for public review and comment.

Annual Registration Fees		
Registration Fee Category	Current Fees	Fee Applicability
Facility fee	\$264	per source
Emissions Fee	\$83	per ton
Emission Point Fee	\$83	per stack/point
Synthetic Minor Fee	\$1,988	per source

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## When will I receive my Annual Registration Form and Annual Fee Invoice?

In January the Annual Registration Form and the Annual Registration Fee invoice is sent to all registered facilities.

**Annual Registration Form** - For reporting material usage and operating data from the *previous calendar year*. The information reported is used to calculate air emissions and related fees for the next year's annual registration fee.

**Annual Registration Fee Invoice** - Includes the registration fee to operate for the calendar year. The emission fee portion is based on the data provided on the previous year's Annual Registration form. If registration information was not provided, the annual registration fee will be based on the facility's maximum potential production rate.

**Per Spokane Clean Air's regulations, a registered facility is required to pay the entire registration fee even if the facility only operates for a portion of the calendar year.**

When registration fees are more than 45 days late, a late fee is assessed that is three times the amount of the original fee owed plus the original fee. Delinquent registration fees can result in the invoice being sent to collections and/or a Notice of Violation (NOV) and civil penalties.

## What should businesses know about installing or modifying equipment?

An approved Notice of Construction (NOC) must be obtained prior to modifying existing equipment and prior to installing new equipment. Contact Spokane Clean Air for information about the NOC process.

## Are businesses inspected?

Yes. Regular inspections of registered sources are conducted to verify compliance with existing air pollution regulations. The inspection frequency varies depending on agency resources and priorities.

In addition, businesses that are not registered with Spokane Clean Air are inspected to determine if they need to be brought into the registration program.

During inspections, facility records are often reviewed along with other data documenting air emissions.

Spokane Clean Air inspectors also respond to citizen complaints which may result in an inspection.



## How can I learn more?

If you have questions or concerns about the registration fee and/or the annual registration form:

- ◆ Call (509) 477-4727, or
- ◆ Visit [www.SpokaneCleanAir.org](http://www.SpokaneCleanAir.org).

## About Us

Spokane Regional Clean Air Agency administers state, federal and local regulations for managing air quality in cities, towns and unincorporated areas of Spokane County. Spokane Clean Air staff inspect air pollution sources, issue permits, monitor ambient air quality and educate the public about air quality.

SRCAA was established under the 1967 Clean Air Act of Washington (Chapter 70.94 RCW), which required larger counties within the State of Washington to activate local air pollution control authorities. The agency was fully activated on January 1, 1969.

There are seven local air agencies in the state, plus the Air Quality Program within the Washington State Department of Ecology.

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