

Authority to Construct **QUICK START GUIDE**

Here are your answers to some common questions about what to do after you receive a newly issued Authority to Construct (ATC):

1. **Read and make sure you understand all of the conditions on the ATC. You must operate in accordance with these legally enforceable conditions.** If some of the conditions need clarification call the District.
2. **You must construct or modify your equipment or operation as specified on the ATC.** However, you cannot construct or modify (i.e., pour a pad, set equipment in position, or other activities that are part of the installation process) until you are issued the ATC.
3. **You are required to notify the District's Compliance Department upon start-up.** In ATC modifications where there is no construction, start-up is the first operation under ATC conditions. Please record the date construction or modification commenced and the date the equipment began operation under the ATC.
 - Once you have notified the Compliance Department you may begin operation without an inspection, but you must be sure you are complying with the conditions of the ATC.
 - Also, be aware that start-up includes any operation of the equipment even if only for testing, making adjustments, or conducting calibrations.
4. The ATC may require that equipment or operations undergo source testing shortly after start-up (typically within 60 days of start-up). You will need to arrange these tests; however, the District can provide a list of independent source test contractors.
5. Make sure you are keeping all of the records required by your ATC. Records are reviewed during every inspection or upon request and must be retained for 5 years.
6. Although the ATC summarizes the applicable rules/requirements, you are subject to all rule requirements applicable to your operation. All rules can be found at <http://www.valleyair.org/rules/1ruleslist.htm>
7. A great deal of other information is available on the District website, including application forms, policy information, and email lists that can keep you up to date with rule changes.

The Compliance Department is happy to answer any questions about these requirements. If you need assistance and have not commenced operations, the District may be able to arrange a pre-inspection to ensure that you know what is required to operate in compliance. When your business operates in compliance you are helping to keep the valley's air clean.

If you have other questions please contact the Compliance Department or Small Business Assistance (SBA) at the following numbers:

Modesto Office
209.557.6400 – 800.281.7003
or
SBA - Modesto
209.557.6446

Fresno Office
559.230.5950 – 800.870.1037
or
SBA - Fresno
559.230.5888

Bakersfield Office
661.392.5500 – 800.926.5550
or
SBA - Bakersfield
661.392.5665