

# Welcome to the Dust Control Operating Permit Application

These forms require Adobe Acrobat Reader, which you can get free at <http://get.adobe.com/reader/>. The forms have been enabled so that you can save a copy of the form with the information you type into it.

A new online program is now available for public facing visibility of areas covered under Dust Control Operating Permits (DCOPs). This program functions similarly to OpenWeb. However, it includes an additional feature, the dust permit layer which displays all of the areas covered under active DCOPs.

Prior to submitting a DCOP application, please review the area on the Map Assistant to verify that it is not already permitted. Air Quality does not allow multiple permittees to pull DCOPs for the same area unless there are extenuating circumstances.

The Map Assistant, along with instructions and a quick video, can be accessed on the Air Quality Dust Control Applications & Forms page.

To start the application, click the “Dust Control Permit Application” link on the **Dust Control Applications & Forms** page. The following section-by-section instructions should cover most applications. If you need further assistance, please contact a permit specialist at (702) 455-1524 or the Department of Air Quality (DAQ) main office at (702) 455-5942.

## Application (DCOP 01) for a New Application Type

If you anticipate having to renew or modify the application, “Save As” and keep an electronic copy for future submittals; the same form will be used for New, Renewal, and Modification applications.

### Page 1

The “RESET FORM BEFORE STARTING” button will clear all entries on all the pages of the application and reset the default entries.

#### Section: Application Type

- Choose New application type.

#### Section: Applicant Type

- Choose the appropriate selection for the applicant type: Property Owner, Developer, Easement Holder, Contractor, Government.

#### Section 1: Responsible Official (Applicant) information

- Responsible Official Name:
  - Name of the employee responsible for dust control matters (a.k.a., point of contact).
  - This individual must be employed by the permittee.

- Finish filling in the information in this section of the application.
- Please provide an e-mail address if you have one. Your approved Dust Control Permit will be e-mailed to you after issuance. DAQ does not provide e-mail address lists to anyone; addresses provided are for DAQ business use only.
- Only one e-mail address can be entered. If you need to list more than one, enter the other(s) as a line item in the “Project Description” area in Section 3 and label as “secondary e-mail address(es).”

## **Section 2: Construction Site Superintendent or other designated On-site Representative**

- The On-site Contact must have attended, or be scheduled to attend, a Dust Control Class. There should be at least one person on site who has attended the Dust Control Class at all times the site is active.

## **Section 3: Project Information**

- Permit #: This will automatically show as NEW unless the application type is Renewal or Modification.
- Project Name: This can be anything within reason, but must be specific to the project. The name listed here must be the one listed on the DCP sign.
- Project Attributes: Mark all that apply.
- Project Description: List a brief project description, such as “SFH” (single family home), “clear and stabilize,” “trenching for utilities,” “commercial development,” etc.
  - If this new application is replacing an existing application, note this as a line item in the Project Description area.
- Sign Waiver Request: If your project duration is less than two weeks and you would like to request a sign waiver, check the box “yes” that your project does qualify for a sign waiver and that “yes” you are requesting one.

## **Page 2**

- Project Physical Location: Provide an address if one has been assigned to the property. If no address has been assigned, provide an accurate location with a street name (cross-streets are acceptable in this case).
- Provide the major streets and the directional proximity of the project to that intersection.

## **Section 4a: Project Disturbed Surface Area Information (all land to be disturbed as part of the project)**

- Nonlinear Area Disturbed (acreage in tenths): Enter the acreage, rounded up to the nearest tenth of an acre, under “New/Current Total Project Acreage,” as shown below (only the areas highlighted in blue can be changed).

Nonlinear Area Disturbed (Acreage in Tenths)			
(e.g., project site, stockpiles, staging areas, etc.)			
New/Current Total Project Acreage:	2.5	Proposed Total Project Acreage (new/renewal/Modifications):	2.5

- The form will automatically populate “Total Project Area Disturbed.”

<b>(1) Nonlinear Area Acreage Subtotal:</b>	2.5	<b>(2) Linear Area Acreage Subtotal:</b>	0	<b>Total Project Area Disturbed (1) + (2):</b>	2.5	<b>Modification Acreage Increase:</b>	0
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- Linear Area Disturbed (Not Within Nonlinear Area), previously called “offsites”:
  - Enter the number of linear segments of the project. More lines will populate as the number of segments increases. If you do not enter a number greater than 0 here, the application will not let you input a number for length or width.
  - Enter the length and width of each section. The application will automatically calculate the project acreage.

New/Current DCP Maximum Linear Dimensions: (enter dimensions for new/renewal/modification DCP)			Proposed DCP Maximum Linear Dimensions: (enter dimensions for DCP modification/renewal DCP)				
Linear Length:	Length Unit of Measure:	Linear Width (feet):	Linear Length:	Length Unit of Measure:	Linear Width (feet):		
100	Feet	10	100	Feet	10		
300	Feet	25	300	Feet	25		
New/Current Total Linear Project Acreage:		0.2	Proposed Total Linear Project Acreage:		0.2		
<b>(1) Nonlinear Area Acreage Subtotal:</b>	2.5	<b>(2) Linear Area Acreage Subtotal:</b>	0.2	<b>Total Project Area Disturbed (1) + (2):</b>	2.7	<b>Modification Acreage Increase:</b>	0

NOTE: Length and width must be stated and shown on the map for all linear acreage.

## Section 4b: Project Parcel

- Enter one parcel number for your project.

## Project Map

- Submit a map accurately marking the project boundaries and location.

The Assessor’s Parcel Number and Assessor’s Parcel Map are available from the Clark County website at <http://gisgate.co.clark.nv.us/openweb/>.

## Page 3

- Sign and date the application. The individual listed in the Applicant Information section should be the same person who signs the application.
- Consultants and/or contractors cannot sign for their customers.

## Page 4

- Dust Mitigation Plan: All of the project information will auto-populate except the water source and water application sections.
- Choose all options that will apply to your project. But, mark at least one selection for water source and at least one selection for the application method.

## Blasting Supplemental Page

- When the Blasting Project Attribute is chosen on the first page of the application, the Blasting Supplemental form will appear at the end of the application.

## Dust Control Monitor Form

- A Dust Control Monitor is required if your project is 50 acres or more. The form will appear at the end of the application.

## Application (DCOP 01) for a Renewal Application Type

Do not let the Dust Control Permit expire.

- A late fee will apply to late renewals.
- If a renewal is not submitted within 14 days after the expiration date, a brand-new permit application will have to be submitted. The late fee will still apply.

NOTE: Much of the information for a renewal is the same as for the original application. Using the “Save As” function with the original application may save a lot of unnecessary data entry.

## Page 1

### Section: Application Type

- Choose the Renewal option.

### Section: Applicant Type

- Choose the appropriate selection for the applicant type: Property Owner, Developer, Easement Holder, Contractor, Government.

### Section 3: Project Information

Enter the existing permit number in Section 3, “Project Information.”


<b>3. Project Information:</b>	
Permit # (For new permit, enter NEW; otherwise, enter existing DCP #):	45000


## Page 2


- Enter the current project acreage on the left side of section 4a within the nonlinear and linear areas.
- Enter the renewal acreage on the right side of section 4a within the nonlinear and linear areas.

In the example below, the “Nonlinear Area Disturbed” total increased from 2.5 acres to 4.0 acres, and the “Linear Area Disturbed” total decreased from 0.2 acres to 0.0 acres (implying that the offsite work is complete).

Nonlinear Area Disturbed (Acreage in Tenths)							
(e.g., project site, stockpiles, staging areas, etc.)							
New/Current Total Project Acreage:		2.5		Proposed Total Project Acreage (new/renewal/Modifications):		4	
Linear Area Disturbed (Not Within Nonlinear Area)							
(e.g., new unpaved access roads, off-site that may include trenching for utilities, street development, road work, etc.)							
Enter number of linear segments:						2	
New/Current DCOP Maximum Linear Dimensions: (enter dimensions for new/renewal/modification DCOP)				Proposed DCOP Maximum Linear Dimensions: (enter dimensions for DCOP modification/renewal DCOP)			
Linear Length:	Length Unit of Measure:	Linear Width (feet):		Linear Length:	Length Unit of Measure:	Linear Width (feet):	
100	Feet	10		0	Feet	0	
300	Feet	25		0	Feet	0	
New/Current Total Linear Project Acreage:		0.2		Proposed Total Linear Project Acreage:		0	
<i>(1) Nonlinear Area Acreage Subtotal:</i>	4	<i>(2) Linear Area Acreage Subtotal:</i>	0	<i>Total Project Area Disturbed (1) + (2):</i>	4	<i>Modification Acreage Increase:</i>	0


  
 Total Renewal Acreage


  
 New Nonlinear Acreage


  
 New Linear Acreage

- Enter one parcel number for your project.

## Application (DCOP 01) for a Modification Application Type

Much of the information for a modification will be the same as for any previous application submittal, so using the “Save As” function with the original application may save unnecessary data entry.

## Page 1

### Section: Application Type

- Choose the Modification option.

### Section: Applicant Type

- Choose the appropriate selection for the applicant type: Property Owner, Developer, Easement Holder, Contractor, Government.

### Section 3: Project Information

- Permit #: If the application type is a modification, enter the permit number.

3. Project Information:	
Permit # (For new permit, enter NEW; otherwise, enter existing DCP #):	45000

- Project Modification Description:
  - List item(s) being modified as line item(s).
- Enter the acreage that is being added, removed, or added and removed (see example below).

Modification Acreage Added:	3	Modification Acreage Removed:	2
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### Page 2

#### Section 4a: Project Disturbed Surface Area Information (all land to be disturbed as part of the project)

##### Modification to Add Project Acreage

- The “Modification Acreage Added” from page 1 and the “Modification Acreage Increase” from page 2 should match.

##### EXAMPLE

In this example, 2½ acres are being added to “Nonlinear Area Disturbed” and ½ acre is being added to “Linear Area Disturbed.” “Total Project Area Disturbed” will be 7.0 acres.

Nonlinear Area Disturbed (Acreage in Tenths)					
(e.g., project site, stockpiles, staging areas, etc.)					
New/Current Total Project Acreage:	4	Proposed Total Project Acreage (new/renewal/Modifications):	6.5		
Linear Area Disturbed (Not Within Nonlinear Area)					
(e.g., new unpaved access roads, off-site that may include trenching for utilities, street development, road work, etc.)					
Enter number of linear segments:					1
New/Current DCOP Maximum Linear Dimensions: (enter dimensions for new/renewal/modification DCOP)			Proposed DCOP Maximum Linear Dimensions: (enter dimensions for DCOP modification/renewal DCOP)		
Linear Length:	Length Unit of Measure:	Linear Width (feet):	Linear Length:	Length Unit of Measure:	Linear Width (feet):
0	Feet	0	435.6	Feet	50
New/Current Total Linear Project Acreage:		0	Proposed Total Linear Project Acreage:		0.5
(1) Nonlinear Area Acreage Subtotal:	6.5	(2) Linear Area Acreage Subtotal:	0.5	Total Project Area Disturbed (1) + (2):	7
				Modification Acreage Increase:	3

Enter 6.5 for Proposed Nonlinear Acreage (4.0 acres + 2.5 acres)

Enter new linear dimensions: 435.6 x 50 (0.0 acres + 0.5 acres)


Total Project Acreage

- o Verify after completing page 2 that page 1 is still correct.

Page 1 – Project Description Section

Modification Acreage Added:	3 	Modification Acreage Removed:	0
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Page 2 – Section 4a

<b>(1) Nonlinear Area Acreage Subtotal:</b>	6.5	<b>(2) Linear Area Acreage Subtotal:</b>	0.5	<b>Total Project Area Disturbed (1) + (2):</b>	7	<b>Modification Acreage Increase:</b>	3 
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Modification to Remove Project Acreage

**EXAMPLE**

In this example, 3 acres are being removed from “Nonlinear Area Disturbed.” “Total Project Area Disturbed” will be 1.0 acre.


Nonlinear Area Disturbed (Acreage in Tenths)							
(e.g., project site, stockpiles, staging areas, etc.)							
New/Current Total Project Acreage:	4	Proposed Total Project Acreage (new/renewal/Modifications):	1				
Linear Area Disturbed (Not Within Nonlinear Area)							
(e.g., new unpaved access roads, off-site that may include trenching for utilities, street development, road work, etc.)							
Enter number of linear segments:					0		
New/Current DCOP Maximum Linear Dimensions: (enter dimensions for new/renewal/modification DCOP)			Proposed DCOP Maximum Linear Dimensions: (enter dimensions for DCOP modification/renewal DCOP)				
Linear Length:	Length Unit of Measure:	Linear Width (feet):	Linear Length:	Length Unit of Measure:	Linear Width (feet):		
0	Feet	0	0	Feet	0		
New/Current Total Linear Project Acreage:		0	Proposed Total Linear Project Acreage:		0		
<b>(1) Nonlinear Area Acreage Subtotal:</b>	1	<b>(2) Linear Area Acreage Subtotal:</b>	0	<b>Total Project Area Disturbed (1) + (2):</b>	1	<b>Modification Acreage Increase:</b>	0

Enter 1.0 for Proposed Nonlinear Acreage (4.0 acres - 3.0 acres)


Total Project Acreage

- o Verify after completing page 2 that page 1 is still correct.

Page 1 – Project Description Section

Modification Acreage Added:	0	Modification Acreage Removed:	3 
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Page 2 – Section 4a

<b>(1) Nonlinear Area Acreage Subtotal:</b>	1	<b>(2) Linear Area Acreage Subtotal:</b>	0	<b>Total Project Area Disturbed (1) + (2):</b>	1	<b>Modification Acreage Increase:</b>	0 
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## Modification to Add and Remove Project Acreage on the Same Application

- The “Modification Acreage Added” from page 1 and the “Modification Acreage Increase” from page 2 should match

### EXAMPLE

In this example, 2½ acres are being added to “Nonlinear Area Disturbed,” 2 acres are being removed from “Nonlinear Area Disturbed,” and ½ acre is being added to “Linear Area Disturbed.”

Nonlinear Area Disturbed (Acreage in Tenths)							
(e.g., project site, stockpiles, staging areas, etc.)							
New/Current Total Project Acreage:		4		Proposed Total Project Acreage (new/renewal/Modifications):		4.5	
Linear Area Disturbed (Not Within Nonlinear Area)							
(e.g., new unpaved access roads, off-site that may include trenching for utilities, street development, road work, etc.)							
Enter number of linear segments:						1	
New/Current DCOP Maximum Linear Dimensions: (enter dimensions for new/renewal/modification DCOP)				Proposed DCOP Maximum Linear Dimensions: (enter dimensions for DCOP modification/renewal DCOP)			
Linear Length:	Length Unit of Measure:	Linear Width (feet):	Linear Length:	Length Unit of Measure:	Linear Width (feet):		
0	Feet	0	435.6	Feet	50		
New/Current Total Linear Project Acreage:			Proposed Total Linear Project Acreage:			0.5	
(1) Nonlinear Area Acreage Subtotal:	4.5	(2) Linear Area Acreage Subtotal:	0.5	Total Project Area Disturbed (1) + (2):	5	Modification Acreage Increase:	3

Total Project Acreage

Enter 4.5 for Proposed Nonlinear Acreage (4.0 acres + 2.5 acres - 2.0 acres)

Enter new linear dimensions: 435.6 x 50 (0.0 acres + 0.5 acres)

- Verify after completing page 2 that page 1 is still correct.

### Page 1 – Project Description Section

Modification Acreage Added:	3	Modification Acreage Removed:	2
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### Page 2 – Section 4a

(1) Nonlinear Area Acreage Subtotal:	4.5	(2) Linear Area Acreage Subtotal:	0.5	Total Project Area Disturbed (1) + (2):	5	Modification Acreage Increase:	3
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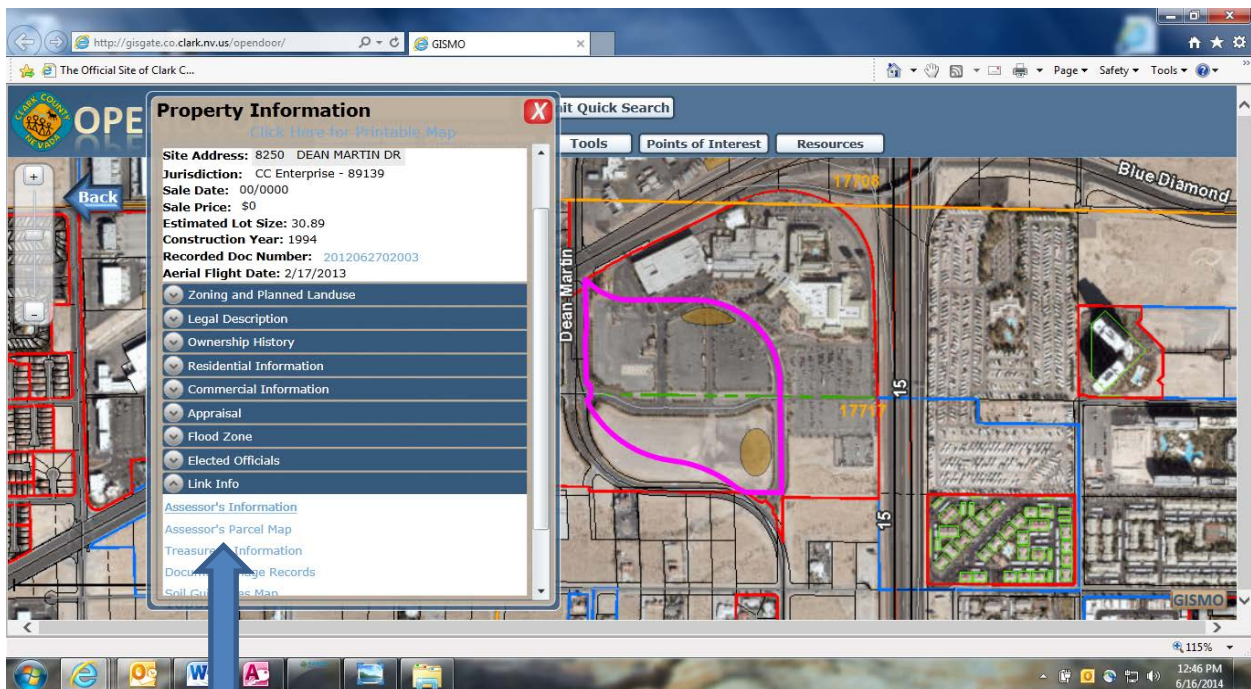


# Maps

Every application must include a project map.

NOTE: DAQ requires Assessor's Parcel Maps or a highlighted aerial if the project is in a remote location. The project boundaries and/or location must be clearly identified, and for linear portions of the project, the length and width of the disturbance must be given. DAQ does not accept engineering drawings.

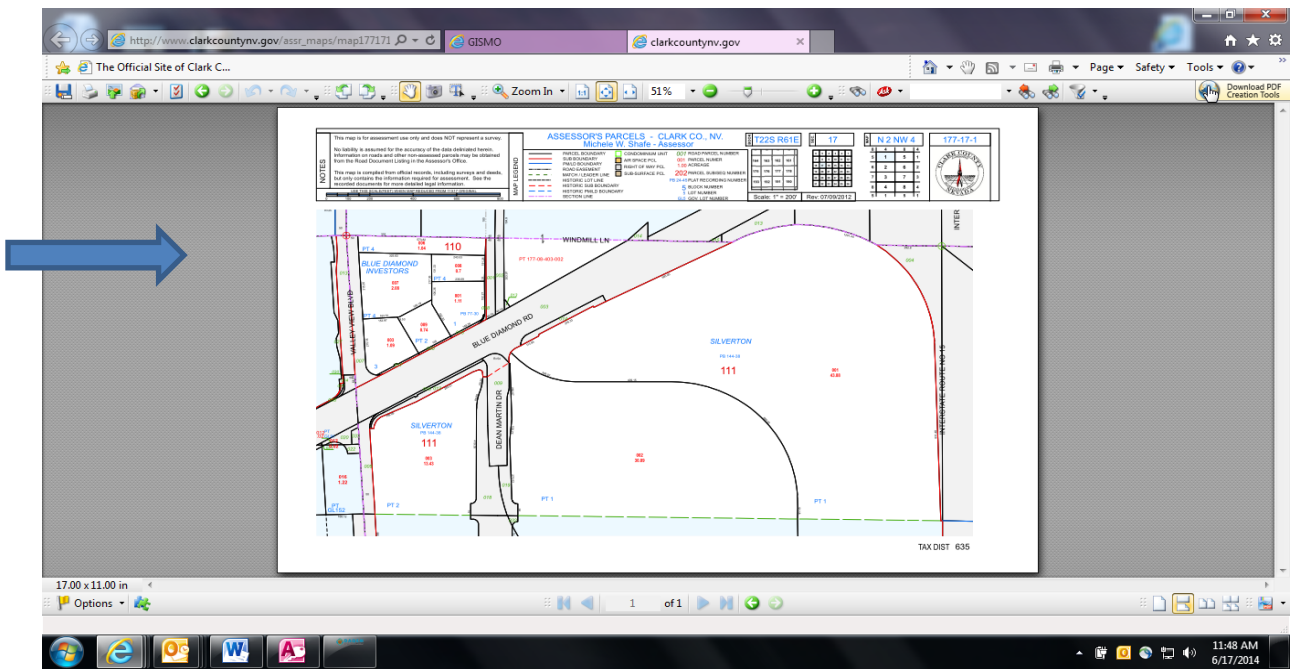
- Assessor's Parcel Maps
  - Go to the Clark County website in the GIS mapping area, <http://gisgate.co.clark.nv.us/openweb/>.
  - Use the **Search** option to find your parcel.
  - Click on your parcel; the owner's information will come up.
  - Scroll down to "Link Information."
  - Click **Assessor's Parcel Map** (see example below), then click **Print**; from the printer options, select "fit the page" for 8.5" x 11", i.e., letter size. Use a pen to mark out the project work area.



Click on Assessor's  
Parcel Map

The parcel map will open on a separate tab.

Print and submit on an 8 1/2" x 11" page.



- OpenWeb Measuring Tools
  - The Clark County Assessor website also offers measuring tools. Access the GIS mapping area from <http://gisgate.co.clark.nv.us/openweb/>.

