

## Change of Ownership/Closure of Business

### Background

The Spokane Regional Clean Air Agency (Spokane Clean Air) regulations require all facilities that emit air contaminants, to register with our agency.

Registration involves annual reporting and payment of fees, as well as periodic inspections.

### When Ownership/Operator Changes

When ownership or operation of a registered facility has transferred to another party, the new

owner or operator must report the change to Spokane Clean Air within 90 days of the change, by submitting a completed "Change of Ownership/Operator" notification form. Failure to report a change of ownership/operator within 90 days may result in the issuance of a Notice of Violation, which is followed by the assessment of a civil penalty. New owners or operators should be aware that any liability for fee payment, including payment of delinquent fees and other penalties, survive any transfer of ownership.

### When Business Closes Permanently

If a business closes or permanently discontinues operation of air contaminant sources or activities, the owner or operator must report the closure to Spokane Clean Air within 90 days of the closure by submitting a completed "Business/Source Closure" notification form. Once the notice of closure is received, a final bill for any fees incurred for operating during that calendar year (if they have not already been paid) will be invoiced. Failure to report

a closure of business within 90 days may result in the issuance of a Notice of Violation, which is followed by the assessment of a civil penalty.

In the event of a permanent closure, all equipment that releases air contaminants must be permanently removed from the business or configured so that it is incapable of generating air contaminants (e.g. disconnection of power to the equipment, mechanical position that prevents processing, placing locks on the equipment to prevent operation).

### When Business Closes Temporarily

In the event that the owner or operator of an air contaminant source chooses to discontinue operations, but continues to pay the annual registration fee to Spokane Clean Air, the registration and status of the equipment will be maintained as if the facility were still in operation. In this situation, the reporting of the closure is not necessary. This may be done for up to five years after the air contaminant source has discontinued operation.

There are advantages to maintaining registration of an air contaminant source. Once an air contaminant source has been reported "closed" to Spokane Clean Air, a new Notice of Construction application for approval will likely be required prior to operating the air contaminant source again. New approval may be contingent on upgrading pollution controls and payment of associated fees.

Contact Spokane Clean Air, 477-4727, if you have questions or go online to [www.spokanecleanair.org](http://www.spokanecleanair.org) and find "Change of Ownership/Operator" and "Business/Source Closure" notification forms.



CAP.IS.CHG.OWN.08/08