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## EMERGENCY GENERATOR PERMIT APPLICATION

Facilities with Emergency Generators (EGs) over 185 kW within the City of Kansas City, Missouri, must submit an application for a permit to the Kansas City Health Department's Air Quality Program. Facilities are required to receive a valid permit prior to adding or replacing Emergency Generators at their facility.

Emergency Generators are only allowed to operate during emergency situations and for short periods of time to perform maintenance and operational readiness testing. An emergency situation occurs when electrical power from the local utility is interrupted.

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### Application Process

To prevent a delay in the permit application process, the following must be completed in its entirety prior to submittal.

1. Complete Emergency Generator Permit Application.
2. Submit detailed specifications of the proposed emission source(s).
  - Specifications shall include potential emissions and "maximum design rate" of the equipment.
3. All applications must be signed by either an owner, Vice President, facility manager, or other official deemed responsible for the permitting process.
  - Contractors are not authorized to sign for this permit due to the operating requirements that must be followed after installation is complete.
4. All required documents including the application must be submitted to:

KCMO Health Department – Air Quality  
2400 Troost Ave.  
Suite 3200  
Kansas City, Missouri 64108

You may also e-mail the required documents and application to [nicholas.manchester@kcmo.org](mailto:nicholas.manchester@kcmo.org).

### Standard Operating Conditions

1. Total Usage cannot exceed 500 hours per year, per generator.
2. Voluntary operation is not authorized. Voluntary operation includes supplying power to remove the facility from the grid ("peak shaving") with or without a request from utility. It also includes supplying power to the grid. Should the operation of the generator change from emergency to voluntary, the facility must notify the Department prior to the change.
3. Each Emergency Generator shall be equipped with a non-resettable hour meter.
4. Total annual hours of Emergency Generator usage shall be reported to the Department no later than April 1st of each year. The report must include the following:
  - Initial meter reading from January 1.
  - Final meter reading from December 31.
  - Total hours of operation for the year.
  - Fuel usage for each generator.
  - Signature from responsible party.
5. Diesel fuel shall contain no greater than 0.5% Sulfur by weight (Diesel #2, also known as ultra-low sulfur diesel, meets this requirement).
6. Maintain copies of fuel delivery bills of lading for five years.

If you have any questions, please contact the Air Quality Program at (816) 513-6314.



**City of Kansas City, Missouri Health Department**  
 Air Quality Program  
 2400 Troost Avenue, Suite 3200  
 Kansas City, Missouri 64108 tel. (816) 513-6314 fax (816) 513-6290

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### Application Requirements

1. Submit detailed specifications of the proposed emission source.
2. Kansas City, Missouri Code of Ordinance, Chapter 8, shall apply.
3. As set forth in the Kansas City, Missouri Code of Ordinances, Section 8-20(b)(1)a., each company that submits an application to be issued a construction permit shall be sent an invoice for the technical review hours of any reviewer at an hourly rate of \$53.00, but in no case shall exceed \$10,000.00 for any one permit application.
4. Facilities not in compliance with any portion of this permit are required to report the noncompliance to the Kansas City, Missouri Health Department's Air Quality program within 72 hours of occurrence.

### Company Information

**Company Name** \_\_\_\_\_

**Company Address** \_\_\_\_\_

**Authorized Person** \_\_\_\_\_

**Title** \_\_\_\_\_

**Authorized Person Address:** \_\_\_\_\_

Please Print

**Authorized Person:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

Signature

### Company Information

**Permit Number:** \_\_\_\_\_

**Facility Name:** \_\_\_\_\_

Official Use Only

**Facility Address:** \_\_\_\_\_

(If different than Parent Company)

(If different than Parent Company)

**Description of Source, Operation and Control Device:** \_\_\_\_\_

**Anticipated Installation Date:** \_\_\_\_\_

<b>Generator Serial Number</b>	
<b>Make</b>	
<b>Model</b>	
<b>Capacity (kW)</b>	
<b>Fuel Throughput (gal/hr or scfm)</b>	
<b>Fuel type</b>	
<b>Stack Diameter (in)</b>	



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2400 Troost Avenue, Suite 3200
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Stack Height, from ground level (ft)
Distance to closest property boundary (ft)

Total electricity generating capacity on site (kW):

Generator Operation (Please specify): Emergency Only Voluntary

Manufacturer's specification attached: YES NO

List other combustion sources and fuel type (e.g. 10 MMBTU/hr boiler natural gas with #2 fuel oil back-up)

Emergency Only: Emergency generators are only allowed to operate during emergency situations and for short periods of time to perform maintenance and operational readiness testing.

Voluntary: Voluntary operation includes supplying power to remove facility from the grid with or without a request from utility ("Peak Shaving") and supplying power to the grid.

Principal Reviewer:

Air Quality Program Manager:

Date: Signature:

Naser Jouhari, MPH
Deputy Director

Note: On average, around 90% of smaller generator applications can be permitted within one (1) week, assuming complete information is provided. Larger generators used for voluntary, or emergency purposes will generally require between 45 and 90 days for permit issuance.

