

1st STOP CHECKLIST: STUFFED/ UPHOLSTERED PRODUCTS/FURNITURE MANUFACTURING & SALES

REQUIREMENTS & REGULATIONS

- [] All stuffed and upholstered products must comply with **Ohio Revised Code Section 3713**. This section includes information on labeling. ****Remember to check local government agencies.****

- [] If your business will make any stuffed or upholstered products (including bedding, pillows, furniture, toys, sporting goods, camping and exercise equipment, etc.) you must contact the **Ohio Department of Commerce's Division of Industrial Compliance Bedding and Upholstered Furniture Section** at **(614) 644-2236** for licensing information. The Ohio Department of Commerce is on-line at www.com.state.oh.us/dico. ****Remember to check local government agencies.****

- [] Depending on the type of product you will make, there may be additional state-level labeling requirements. Check the **Ohio Revised Code (ORC)** and **Ohio Administrative Code (OAC)** for more information. Both the ORC and OAC can be found in your local library and are on-line at <http://codes.ohio.gov/orc>. ****Remember to check local government agencies.****

- [] You will need a **VENDOR'S LICENSE** in order to sell the items. Contact **YOUR LOCAL COUNTY AUDITOR** or the **OHIO DEPARTMENT OF TAXATION**. Information is also on-line at <http://business.ohio.gov> ****Remember to check local government agencies.****

- [] The **OHIO DEPARTMENT OF TAXATION** can be reached at **(888) 405-4039** for **Business Tax Assistance**; **888-405-4089** for **Tax Registration**; or **(800) 282-1782** for the **Forms Request Line**. Information is also on-line at <http://tax.ohio.gov>. ****Remember to check local government agencies.****

- [] If you are **making furniture or working with wood**, you may need environmental permits from the **Ohio Environmental Protection Agency (EPA)**. To find out if you need any environmental permits, contact the Ohio EPA at **(614) 644-3020** for **General Inquiries** or **(800) 329-7518** for **Office of Compliance Assistance and Pollution Prevention**. Information is also on-line at www.epa.state.oh.us. ****Remember to check local government agencies.****

For more help, contact your local Small Business Development Center (SBDC).

www.ohiosbdc.ohio.gov

REMEMBER TO CHECK LOCAL GOVERNMENT AGENCIES

THIS CHECKLIST IS ABOUT STATE REQUIREMENTS.

NAICS 339930/16

(Note: NAICS code for Wood Furniture Making is 337122/16)

May 2007

Getting in Touch with Air Pollution Requirements for Wood Furniture Manufacturing

Are there air pollution regulations established specifically for wood furniture manufacturing?

In 1995, the U.S. Environmental Protection Agency finalized a regulation known as the National Emission Standards for Hazardous Air Pollutants (NESHAP) to control air emissions from wood furniture manufacturers in 40 CFR 63 Subpart JJ. This regulation affects wood furniture manufacturers that perform surface coating operations and are classified as “major sources” due to their emission levels of hazardous air pollutants (HAPs). HAPs are emitted during the application or use of paints, lacquers, stains, solvents, glues, etc. in the wood furniture manufacturing process. For a source to be classified as a “major source” and therefore fall under the NESHAP, it must have a potential to emit more than 10 tons of any one HAP or more than 25 tons of all HAPs combined. Common HAPs often found in the coatings used in wood finishing operations include toluene, xylene, and methylene chloride.

If a company’s emissions cause it to fall under the NESHAP, then it will be required to comply with the rules set forth in the regulation. The regulation primarily addresses the HAP emissions by introducing limits for the HAP content of the coatings. Therefore, any source which is governed by the NESHAP may have to switch the coatings it uses to a lower HAP coating. The regulation also sets forth a listing of proper work practices to be adhered to by the operators of the source.

A company falling under the NESHAP will be required to submit an initial notification of intent to comply to both Ohio EPA and to the U.S. EPA regional office in Chicago. If the woodworking operation is a newly installed source, the company must also be sure to meet air pollution permit requirements. The compliance deadlines are as follows:

- December 7, 1995 or upon startup, if you are a source whose construction or reconstruction commenced after December 6, 1994.
- November 21, 1997, if you are an existing source who actually emitted 50 tons or more of HAPs during 1996.
- December 7, 1998, if you are an existing source who actually emitted less than 50 tons of HAPs during 1996.

For further information on the wood furniture regulation and on obtaining and filling out a Title V permit, please contact Ohio EPA’s Division of Air Pollution Control at (614) 644-2270.

Is there a way a company can prove they are not a “major source” and therefore are not subject to the NESHAP?

Yes, you may demonstrate your company is an “area source”. To qualify as an area source, at least 90 percent of annual HAP emissions from the plant site must come from finishing materials, adhesives, cleaning solvents, and washoff solvents.



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Two basic options are available to demonstrate you are an area source:

1. Material use option:

- Use less than 250 gallons of all materials* per month, every month. A company using this option must maintain records of the total gallons of materials used each month; or
- Use less than 3,000 gallons of all materials* per rolling, 12-month period. A company using this option must maintain records of the total gallons of materials used each month and the total gallons used during the previous 11 months; or
- Use materials* containing no more than five tons of any one HAP or 12.5 tons of all HAPs per rolling, 12-month period. A company using this option must maintain records of the total gallons of materials used each month; certified product data sheets (CPDS) for these materials; and any other records necessary to document emissions from operations other than wood furniture manufacturing.

* *materials* includes coating, gluing, cleaning and washoff materials.

2. “Synthetic minor” air pollution permit:

This involves obtaining an air pollution permit that limits your total annual plant-wide emissions to less than 10 tons of a single HAP and less than 25 tons of combined HAPs. Contact your local air pollution permitting office for more information.

If a company shows that it is not subject to the NESHAP, will it still need air pollution permits?

It is likely that a company that performs wood furniture manufacturing would still need air pollution permits even if it is not a “major source”. Most often, wood furniture manufacturers require air pollution permits for both the coating operation (painting, staining and cleanup) and the woodworking (sawing, planing, sanding, etc.). As noted above, the coating (or gluing) operation is a source of HAPS and volatile organic compounds (VOCs). The woodworking operations are a source of particulate matter (dust).

Is there anywhere I can get help with determining my status and/or filling out permit applications?

If you have questions or need help in understanding Ohio EPA's regulations, you can contact Ohio EPA's Office of Compliance Assistance and Pollution Prevention (OCAPP) for help. OCAPP is a non-regulatory office of Ohio EPA with a goal of helping small businesses comply with environmental regulations and permitting requirements. If you are operating a small business with fewer than 100 employees, we can help you! For more information, contact OCAPP at (800) 329-7518, or visit our Web site at www.epa.state.oh.us/ocapp/sb.



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OhioEPA District Offices



Toll-free numbers are for citizens with questions or concerns about environmental issues. The regulated community should use the business line for routine business. Spills and emergencies should be reported to (800) 282-9378.

CDO Central District Office
50 W. Town St. Suite 700
Columbus, OH 43215
(614) 728-3778
(614) 728-3898 Fax
(800) 686-2330
www.epa.state.oh.us/cdo

NWDO Northwest District Office
347 N. Dunbridge Rd.
Bowling Green, OH 43402
(419) 352-8461
(419) 352-8468 Fax
(800) 686-6930
www.epa.state.oh.us/nwdo

SEDO Southeast District Office
2195 Front St.
Logan, OH 43138
(740) 385-8501
(740) 3856490 Fax
(800) 686-7330
www.epa.state.oh.us/sedo

NEDO Northeast District Office
2110 E. Auroa Rd.
Twinsburg, OH 44087
(330) 963-1200
(330) 487-0769 Fax
(800) 686-6330
www.epa.state.oh.us/nedo

SWDO Southwest District Office
401 E. Fifth St.
Dayton, OH 45402-6357
(937) 285-6357
(937) 285-6249 Fax
(800) 686-6357
<http://swdoweb.epa.state.oh.us>