



**PUBLIC INVOLVEMENT PLAN (PIP)**  
**Air Quality Bureau Air Permit Application**

Version 04.06.22

Date: April 27, 2022

Applicant: City of Roswell

Facility Name: Roswell Municipal Landfill

Air Quality Permit Application Number: P187LR2

Location: This facility is located at 3006 West Brasher Road in Roswell, in Chaves County, New Mexico.

Latitude: 33.344378

Longitude: -104.565617

**1. Overview of Air Quality Bureau's plan of action for addressing the community's needs and concerns for processing Air Quality Permit Applications:**

The New Mexico Environment Department (Department), Air Quality Bureau (AQB) developed this Public Involvement Plan (PIP) for the processing of air quality permit applications in accordance with the requirements at 20.2.70 NMAC for this facility. This air quality regulation does require public participation outreach throughout different stages of the permitting process. The AQB will meet the public participation requirements by following this PIP, which includes all applicable policy, regulatory and statutory public participation requirements.

In developing this PIP, community participation needs for this permitting action were assessed to ensure appropriate promotion of public outreach by identifying whether there is a combination of environmental and demographic factors (i.e., low income community, minority community, limited English proficiency individuals, Linguistically Isolated Households, etc.) that may impact public participation. This assessment identifies community outreach needs and provides for public access opportunities above and beyond statutorily mandated requirements, and underscores the provision of adequate public access to information about this permit application.

As much as possible, public participation and informational activities related to this permit application will be held within the regulatory timelines outlined below.

- a. AQB regulations at 20.2.70 NMAC require that the application must be ruled complete or incomplete no more than 60 days after receipt. The AQB will publish a public notice for this application in a newspaper of general circulation in the area closest to the location of the facility, when the draft permit is issued for comment. See section 4.c below for more information.

The public notice contains a paragraph in Spanish directing Spanish speaking interested parties to call the AQB at (505) 372-8373 to speak to Spanish speaking staff for additional information regarding this permitting action.

- b. Normally the AQB would provide a copy of the public notice, the air quality permit application, and this PIP to the Roswell NMED field office, but due to current Covid-19 access restrictions for protection of both public employees and the protection of the general public these materials are instead available on the NMED website (see section 2.a).

- c. AQB regulations require that the public notice be sent to interested parties maintained on a mailing list. See Section 4.b below for more information.
- d. AQB regulations require that the public notice be sent to the “affected programs” as defined at 20.2.70 NMAC. See Section 4.e below for more information.
- e. In accordance with the evaluation of the site location and associated demographics, no additional means for disseminating information are planned at this time.
- f. Public notice shall be followed by a 30-day public comment period that starts on the day that the notice is published in the newspaper. See Section 4.g below for details.
- g. AQB regulations require that the permit must be issued, issued subject to conditions, or denied within eighteen (18) months after the department deems the application administratively complete.

**2. Contact list of AQB staff with phone numbers and email addresses:**

**a. AQB contact for questions about this application or PIP (included in public notices and outreach materials):**

Julia Kuhn  
New Mexico Environment Department  
Air Quality Bureau  
525 Camino de los Marquez, Suite 1  
Santa Fe, New Mexico, 87505  
505-629-2893  
[Julia.Kuhn@state.nm.us](mailto:Julia.Kuhn@state.nm.us)

Electronic copies will be available at the following link, which will be included in public notices and outreach materials as appropriate: <https://www.env.nm.gov/air-quality/permitting-section-home-page/>

**b. Non-English Language Speaker Assistance and Accommodations**

The AQB may hold public meetings, open houses, stakeholder meetings, and/or a formal hearing depending on the interest in the application. Language assistance services may be arranged for translation of documents for meetings, for translators during meetings and for obtaining services for persons with disabilities. A phone-based interpretation service may be available for languages other than English.

**3. Description of the community/stakeholder groups:**

To provide for adequate public participation opportunities and meaningful involvement of persons regarding this permit application and to address potential or existing environmental justice areas, the affected communities must first be identified, informed about proposed environmental actions affecting the community, and invited to share their comments and concerns. The EJSCREEN tool developed by the U.S. Environmental Protection Agency (EPA) helps identify

communities that are low income and minority populations that may benefit from a variety of approaches for notification and outreach communication.

Using a 1-mile radius from the boundary of the facility, the results of the EJScreen ACS Summary Report (attached) are listed in the table below. [<https://ejscreen.epa.gov/mapper/>]

<b>Population and Income Data</b>			
Total Population:	38	Per capita income of community (2014-2018):	\$24,891
People of Color Population, %:	64	US Per Capita Income*:	\$34,103
Total number of households:	20	Total Number (and Percent) of Linguistically Isolated Households:	0 (0%)

\*US Per Capita Income 2015-2019; <https://www.census.gov/quickfacts/fact/table/US/INC910219>

<b>Population by Race, %</b>		<b>Population by Ability to Speak English, %</b>	
White	95	Speak Only English	65
Black	0	Non-English at Home	35
American Indian	0	Speak English "very well"	29
Asian	0	Speak English "well"	5
Pacific Islander	0	Speak English "not well"	1
Some Other Race	4	Speak English "not at all"	0
Two or More Races	0	Speak English "less than very well"	6

<b>Linguistically Isolated Household Details, %</b>		<b>List other Languages (if applicable)</b>
Speak Spanish	100	////////////////////////////////////
Speak Other Indo-European Languages	0	
Speak Asian Pacific Island Languages	0	
Speak Other Languages	0	

In addition, the following community or stakeholder groups have been identified: Wildearth Guardians.

History of public involvement in air permitting during the last 10 years: none.

It is important for the AQB to incorporate the linguistic and communication needs of this community when conducting public outreach and participation activities. To help accomplish this, the AQB will provide information in English, in public comment notices, public meeting notices (if applicable), and other announcements (radio broadcasts, brochures, signs, postcards, etc.) and strive to make public participation efforts as inclusive as possible within AQB budget and time limitations.

Under normal circumstances the Roswell NMED Field Office would serve as an access area for the AQB to leave hard copies of important documents and information about how to comment on this permit application, but due to Covid-19 restrictions to protect both the general public and public employees, materials will not be available in hard copy, but can be found on the AQB webpage (see Section 2.a above).

**4. Detailed actions and outreach activities the AQB Permitting Section will take to reach the affected public:****a. Overview**

Based on the demographics report discussed in the PIP, the history of public involvement at the facility and the facility background, basic information about public involvement opportunities will be in English. This information will include how to request materials in Spanish or to speak with AQB staff through an interpreter. Further details about public participation for this activity are outlined below.

**The AQB maintains information regarding this air quality permit application at the following locations:**

- i. **On the Air Quality Bureau website, see Section 2.a above. [Due to Covid-19 restrictions materials will not be available at ii and iii below but will be available on the website]**
- ii. **At the District Office listed in Section 1.b above.**
- iii. **At the main office location:**  
New Mexico Environment Department  
Air Quality Bureau  
525 Camino de los Marquez, Suite 1  
Santa Fe, New Mexico, 87505

**b. Postal Mailing or E-Mailing of Notices to Persons on the Facility-Specific Mailing List**

AQB regulations require notification to persons who have expressed interest in applications. The AQB maintains a mailing list that includes individuals interested in permit applications from particular facilities or geographic areas. Notifications may be sent through physical mail and/or an email.

There are no Tribes, Pueblos, or Nations within 50 miles from this facility.

**c. Notices in the State Newspaper and Local Newspapers**

The public notice for this permit application will be published in English in the Legal Section of the Roswell Daily Record newspaper. The website for this publication is listed below:

English: <https://www.rdrnews.com/>

**d. Mailing to the Governor or President of Indian Tribes, Pueblos or Nations**

AQB regulations and the evaluation of the facility location and associated demographics, require notification to Tribes, Pueblos or Nations about this permit application for facilities located within a specified distance.

There are no Tribes, Pueblos, or Nations within 50 miles from this facility.

**e. Affected Local, State, or Federal Government Agencies, and Active Land Grants**

AQB regulations require identifying and notifying local, state or federal government agencies about this permit application.

-US EPA Region VI, Elizabeth (Mary) Layton at [r6airpermits@epa.gov](mailto:r6airpermits@epa.gov) & [layton.mary@epa.gov](mailto:layton.mary@epa.gov)

**f. Public Meeting Notices, Public Comment Notices, and Other Notices**

AQB may hold public meetings, open houses, stakeholder meetings, and/or a formal hearing depending on the interest in the application. Based on historical information and the results of the initial screening, there is no public meeting planned at this time for this permit application. If it is determined that a public meeting will be required, notice will be provided to the community as follows:

- 1) Via a newspaper of general circulation in the area closest to the location of the facility.
- 2) Locations commonly frequented by the general public, such as a nearby post office, public library, or city hall.
- 3) All persons and organizations that have expressed interest and are on a list maintained by AQB.
- 4) Via a public service announcement to at least one radio or television station which serves the municipality or county in which the source is or is proposed to be located.
- 5) The notices will be translated for non-English speaking participants, if required.
- 6) The notices will include information for requesting accommodations for those with disabilities as listed in item 2b above.

AQB will locate an appropriate venue based on the availability to the community to access the meeting, and the specific needs of the affected community (e.g. size of community, community locations, impacts, etc.).

AQB may reschedule the meeting due to inclement weather. If rescheduled, AQB will provide as much advance notice as possible and reschedule for an appropriate time and date.

Meetings will be scheduled to make them as accessible and user-friendly as practical, considering work schedules, dinner hours and other community commitments. To the extent possible, the meeting will be held at a location that is local and convenient, and meet American with Disabilities Act (ADA) standards. In addition, whenever practical and appropriate, translators for limited-English speaking communities, or assistance for hearing-impaired individuals may be available. Information in public notices for a public meeting will adhere to AQB regulations, statutes and policies.

**g. Public Comment Periods**

AQB regulations require that thirty (30) days shall be provided for public and affected program comment on the draft permit.

The PIP has been reviewed and approved by the AQB Bureau Chief.

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For Liz Bisbey-Kuehn  
Bureau Chief  
Air Quality Bureau

\_\_\_\_\_  
Date approved

Attachments: EJSCREEN Printout

Location: User-specified point center at 33.344378, -104.565617

Ring (buffer): 1-miles radius

Description: Roswell Municipal Landfill

Summary of ACS Estimates		2015 - 2019		
Population				38
Population Density (per sq. mile)				10
People of Color Population				24
% People of Color Population				64%
Households				20
Housing Units				22
Housing Units Built Before 1950				3
Per Capita Income				24,891
Land Area (sq. miles) (Source: SF1)				3.82
% Land Area				100%
Water Area (sq. miles) (Source: SF1)				0.00
% Water Area				0%
		2015 - 2019 ACS Estimates	Percent	MOE (±)
<b>Population by Race</b>				
Total		38	100%	392
Population Reporting One Race		38	100%	587
White		36	95%	397
Black		0	0%	12
American Indian		0	0%	12
Asian		0	0%	12
Pacific Islander		0	0%	12
Some Other Race		2	4%	142
Population Reporting Two or More Races		0	0%	35
Total Hispanic Population		24	64%	356
Total Non-Hispanic Population		14		
White Alone		14	36%	219
Black Alone		0	0%	12
American Indian Alone		0	0%	12
Non-Hispanic Asian Alone		0	0%	12
Pacific Islander Alone		0	0%	12
Other Race Alone		0	0%	12
Two or More Races Alone		0	0%	12
<b>Population by Sex</b>				
Male		20	53%	238
Female		18	47%	196
<b>Population by Age</b>				
Age 0-4		4	10%	111
Age 0-17		10	27%	158
Age 18+		28	73%	232
Age 65+		4	11%	74

**Data Note:** Detail may not sum to totals due to rounding. Hispanic population can be of any race.

N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS) 2015 - 2019

Location: User-specified point center at 33.344378, -104.565617

Ring (buffer): 1-miles radius

Description: Roswell Municipal Landfill

	2015 - 2019 ACS Estimates	Percent	MOE (±)
<b>Population 25+ by Educational Attainment</b>			
Total	23	100%	209
Less than 9th Grade	1	3%	79
9th - 12th Grade, No Diploma	2	10%	69
High School Graduate	10	44%	135
Some College, No Degree	4	18%	104
Associate Degree	0	2%	88
Bachelor's Degree or more	5	24%	103
<b>Population Age 5+ Years by Ability to Speak English</b>			
Total	34	100%	326
Speak only English	22	65%	231
Non-English at Home <sup>1+2+3+4</sup>	12	35%	209
<sup>1</sup> Speak English "very well"	10	29%	235
<sup>2</sup> Speak English "well"	2	5%	86
<sup>3</sup> Speak English "not well"	0	1%	53
<sup>4</sup> Speak English "not at all"	0	0%	81
<sup>3+4</sup> Speak English "less than well"	0	1%	93
<sup>2+3+4</sup> Speak English "less than very well"	2	6%	121
<b>Linguistically Isolated Households*</b>			
Total	0	100%	54
Speak Spanish	0	100%	53
Speak Other Indo-European Languages	0	0%	12
Speak Asian-Pacific Island Languages	0	0%	12
Speak Other Languages	0	0%	12
<b>Households by Household Income</b>			
Household Income Base	20	100%	133
< \$15,000	2	8%	55
\$15,000 - \$25,000	2	9%	89
\$25,000 - \$50,000	6	29%	102
\$50,000 - \$75,000	2	11%	45
\$75,000 +	9	43%	91
<b>Occupied Housing Units by Tenure</b>			
Total	20	100%	133
Owner Occupied	16	80%	103
Renter Occupied	4	20%	85
<b>Employed Population Age 16+ Years</b>			
Total	28	100%	290
In Labor Force	19	69%	247
Civilian Unemployed in Labor Force	1	5%	87
Not In Labor Force	8	31%	134

**Data Note:** Detail may not sum to totals due to rounding. Hispanic population can be of anyrace.

N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS)

\*Households in which no one 14 and over speaks English "very well" or speaks English only.

# EJSCREEN ACS Summary Report



Location: User-specified point center at 33.344378, -104.565617

Ring (buffer): 1-miles radius

Description: Roswell Municipal Landfill

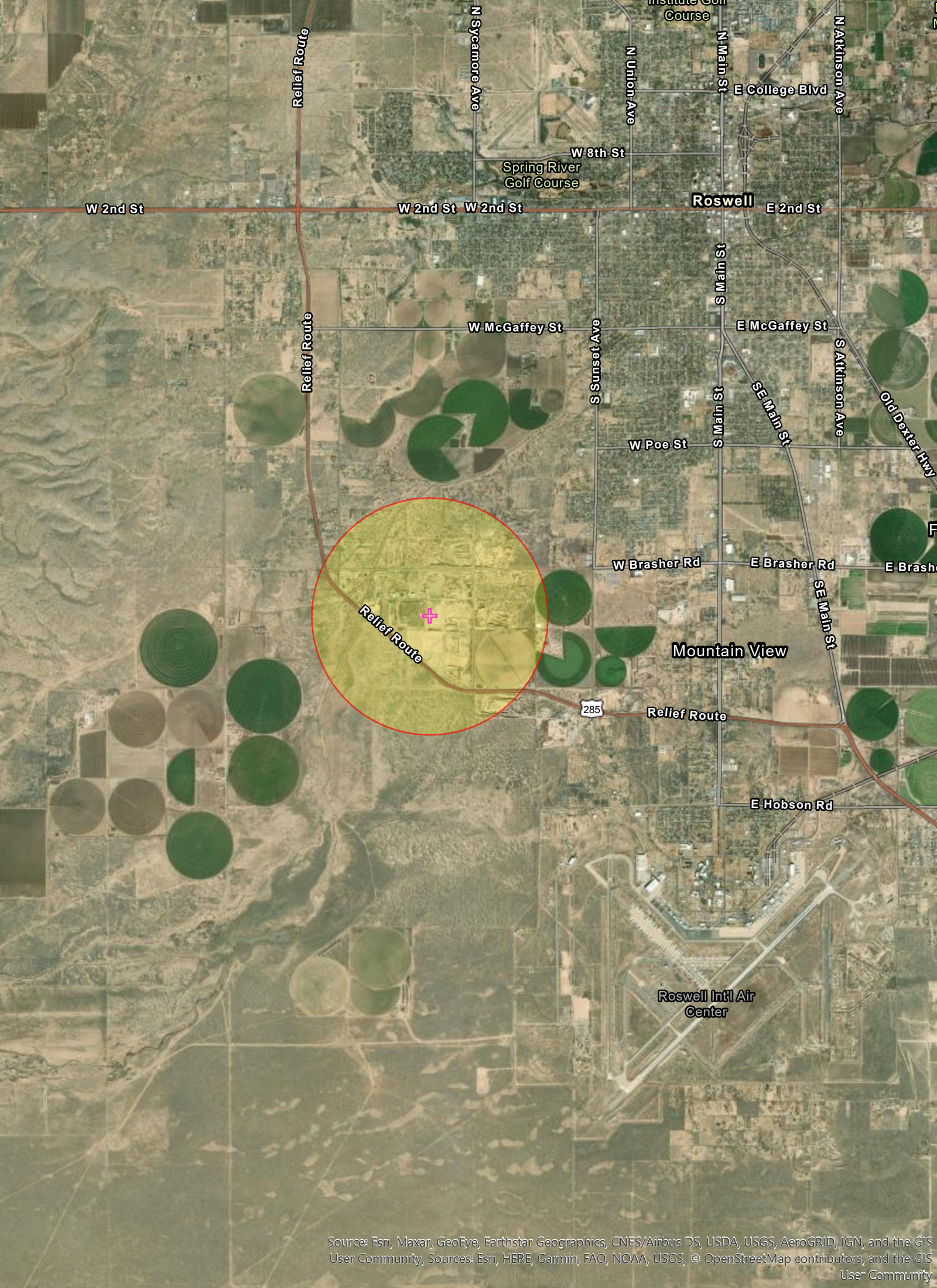
	2015 - 2019 ACS Estimates	Percent	MOE (±)
<b>Population by Language Spoken at Home*</b>			
Total (persons age 5 and above)	846	100%	521
English	657	78%	574
Spanish	189	22%	311
French	0	0%	17
French Creole	N/A	N/A	N/A
Italian	N/A	N/A	N/A
Portuguese	N/A	N/A	N/A
German	0	0%	17
Yiddish	N/A	N/A	N/A
Other West Germanic	N/A	N/A	N/A
Scandinavian	N/A	N/A	N/A
Greek	N/A	N/A	N/A
Russian	N/A	N/A	N/A
Polish	N/A	N/A	N/A
Serbo-Croatian	N/A	N/A	N/A
Other Slavic	N/A	N/A	N/A
Armenian	N/A	N/A	N/A
Persian	N/A	N/A	N/A
Gujarathi	N/A	N/A	N/A
Hindi	N/A	N/A	N/A
Urdu	N/A	N/A	N/A
Other Indic	N/A	N/A	N/A
Other Indo-European	0	0%	17
Chinese	0	0%	17
Japanese	N/A	N/A	N/A
Korean	0	0%	17
Mon-Khmer, Cambodian	N/A	N/A	N/A
Hmong	N/A	N/A	N/A
Thai	N/A	N/A	N/A
Laotian	N/A	N/A	N/A
Vietnamese	0	0%	17
Other Asian	0	0%	17
Tagalog	0	0%	17
Other Pacific Island	N/A	N/A	N/A
Navajo	N/A	N/A	N/A
Other Native American	N/A	N/A	N/A
Hungarian	N/A	N/A	N/A
Arabic	0	0%	17
Hebrew	N/A	N/A	N/A
African	N/A	N/A	N/A
Other and non-specified	0	0%	17
Total Non-English	189	22%	775

**Data Note:** Detail may not sum to totals due to rounding. Hispanic population can be of any race.

N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS) 2015 - 2019.

\*Population by Language Spoken at Home is available at the census tract summary level and up.







Colonias Map, 4-mile radius; PIP: Roswell Municipal Landfill – P187LR2

Latitude: 33.344378

Longitude: -104.565617

