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

Version P03.06.18

Applicant: Delhur Industries – Caja del Rio Quarry

Air Quality Permit Application Number: 2976M1

Location: The facility is located 3.3 miles NW of Santa Fe, Santa Fe County, New Mexico

Latitude: 400,752

Longitude: 3,949,410

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 (Bureau) developed this Public Involvement Plan (PIP) for the processing of air quality permit applications in accordance with the requirements at 20.2.72 for the facility listed above.

The Bureau encourages the public to learn about and get involved in regulatory decision-making opportunities for this permit application. The purpose of this PIP is to provide public participation opportunities and information that may be needed to participate in this permitting activity.

This permit application does require public participation throughout different stages. The Bureau 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 at the site 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. Bureau regulations at 20.2.72 require that the application must be ruled complete no more than 30 days after receipt, and that a public notice for this application must be published in a newspaper of general circulation in the area closest to the location of the facility. See section 4.d below for more information.

The public notice contains a paragraph in Spanish directing Spanish speaking interested parties to call the Air Quality Bureau at (505) 476-5557 to speak to Spanish speaking staff for additional information regarding this permitting action.

- b. The Bureau will provide a copy of the public notice and the air quality permit application to the NMED Santa Fe office at 525 Camino de los Marquez, Santa Fe, NM 87505.
- c. Bureau regulations require that the public notice must be sent to interested parties maintained on a mailing list. See Section 4.b for more information.
- d. Bureau regulations require that the public notice must be sent to the “appropriate agency” as defined at 20.2.72. See Section 4.f below for more information.
- e. 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.h below for details.
- f. Bureau regulations require that the permit must be issued, issued subject to conditions, or denied within ninety (90) days after the department deems the application administratively complete.

2. Contact list of Department and Bureau staff with phone numbers and email addresses:

a. Bureau contact for questions about this application or PIP:

Elizabeth Bisbey-Kuehn
New Mexico Environment Department
Air Quality Bureau
525 Camino de los Marquez, Suite 1
Santa Fe, New Mexico, 87505
505-476-4338
Elizabeth.kuehn@state.nm.us

See Section 1 above for contact information for the NMED District office.

In addition, a contact list for Air Quality Bureau personnel can be found at:
<https://www.env.nm.gov/air-quality/air-quality-bureau-contacts/>

In some cases, such as a request for information under the Inspections of Public Records Act NMSA 1978 §14-2 (“IPRA”), a more formal request for information from the Department or Bureau about the PIP may be required to be submitted in writing. Public information requests to the Bureau under IPRA should be addressed to:

Melissa Y. Mascareñas
NMED Public Records Custodian
P.O. Box 5469, 1190 St. Francis Drive
Santa Fe, New Mexico, 87502
Telephone (505) 827-2855
Email: melissa.mascarenas@state.nm.us

For additional information on public records requests, please see the New Mexico Attorney General's IPRA Guide."

b. Non-English Language Speaker Assistance and Accommodations

Non-English speakers may call the Bureau contact listed in this PIP and request language assistance services, such as an interpreter, so they can learn more about this permit application. 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.

The Bureau may hold public meetings, open houses, stakeholder meetings, and/or a formal hearing depending on the interest in the application. In the event that a public meeting will be held regarding this permit application, any person requiring non-English Language Speaker Assistance, assistance for an interpreter or auxiliary aid (e.g., accommodations for persons who are disabled) to participate in public meetings related to this permit application (if applicable), please contact the person listed in item 2.a above, allowing at least 14 days prior to the meeting date. TDD or TTY users please access the number via the New Mexico Relay Network, 1-800-659-1779 (voice); TTY users: 1-800-659-8331).

c. Department Websites

New Mexico Environment Department - <https://www.env.nm.gov/>
Air Quality Bureau - <https://www.env.nm.gov/air-quality/>

d. Site Website

The Bureau maintains a website location for the public notice for this permit application at: <https://www.env.nm.gov/air-quality/public-notice-of-permitting-actions/>.

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. This information is used to help encourage the community's involvement in the public process for environmental activities or actions.

Using the default 4-mile radius from the facility, the results of the EJScreen ACS Summary Report (attached) are listed in the table below.

Number of Households:	2,353
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Minority percentage	78%
Percent that communicate in a language other than English at home	59%
Per capita income of community	\$35,280
National per capita income	\$29,829

In addition, the following community stakeholder groups have been identified: The Department has reviewed past permitting actions for this facility and has not identified any specific stakeholder groups associated with this regulated facility.

It is important for the Bureau to incorporate the linguistic and communication needs of this community when conducting public outreach and participation activities. To help accomplish this, the Bureau 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 Bureau budget and time limitations. Informational flyers may be posted at the local post office, community center, or public library that also describe public information repositories. The community center or public library will serve as access areas for the Bureau to leave hard copies of important documents and information about how to comment on this permit application.

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

a. On the Air Quality Bureau website, see Section 2.c above.

b. At the main office location:

New Mexico Environment Department
 Air Quality Bureau
 525 Camino de los Marquez, Suite 1
 Santa Fe, New Mexico, 87505

4. Detailed actions and outreach activities the Bureau Permitting Section will take to reach the affected public:

a. Overview

The public may ask questions about this permit application at any time. Interested community members do not need to wait for a formal public comment period to contact the Bureau. However, the Bureau emphasizes that to be included in the administrative record, comments solicited by public notices about the proposed activity must be submitted during the noticed comment periods, and in accordance with the public notice. Additionally, the public may request to review site documents at the Bureau or one of the document repositories listed in items 1 and 2 above. This is the most direct way to learn more about and be involved in the decision-making process for the proposed activity or proceeding.

Based on the demographics report discussed in the PIP, the history of public involvement at the site and the site 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 Bureau staff through an interpreter. Further details about public participation for this activity are outlined below.

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

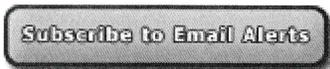
Bureau regulations require the use of a mailing list. The Bureau maintains a mailing list that includes individuals interested in this permit application. This list is updated on a regular basis as a combination of all previously interested persons who requested that the Bureau provide them with information about permit applications for this facility. The Bureau regularly maintains contact information which is updated or supplemented, if additional information is found.

The list also includes addresses within fifty kilometers of the boundary of other states, Bernalillo county, or a Class I area. Interested persons providing both an address and email may receive physical mail and an email.

Additional individuals, organizations, and other interested parties are added to the mailing list as requested. If you would like to be added to the mailing list for this site, contact the permit writer listed in item number 2a above.

c. Email Updates

The Bureau may use email updates. To sign up for email updates, go to the AQB website at: <https://www.env.nm.gov/air-quality/> and click on the “Subscribe to Email Alerts” button (see graphic below):



d. 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 Santa Fe New Mexican newspaper.

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

Bureau regulations and the evaluation of the site location and associated demographics, require possible notification to Tribes, Pueblos or Nations about this permit application.

The following will be notified by email:

Boyd Nystedt, Director
Eight Northern Indian Pueblo Council, Inc
Office of Environmental Technical Assistance
Mobile: 505-692-7073, Fax: 505.884.0846
Email: boyd.nystedt@enipc.org

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

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

The following affected Local, State, or Federal Government Agencies will be notified by email:

g. Public Meeting Notices, Public Comment Notices, and Other Notices

The Bureau 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 the Bureau.
- 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.

The Bureau 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.).

The Bureau may reschedule the meeting due to inclement weather. If rescheduled, the Bureau 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 Bureau regulations, statutes and policies.

h. Public Comment Periods

Bureau regulations require that all interested persons have thirty (30) days from the date the public notice is published to express an interest in writing in the permit application. If the Bureau receives written public comment before the end of the thirty (30) day public comment period, the analysis of the application will be made available for review for thirty (30) days on the Air Quality Bureau Website and at the NMED Santa Fe office.

LEP Analysis

Factor 1: The Number and Proportion of LEP Individuals Eligible to be Served or Likely to be Encountered in the Community of Concern.

- A. There are 2,353 households identified in the 4-mile radius of the facility. Of those, there are 300 identified Linguistically Isolated Households.
- B. The Department reviewed the administrative record to determine what participation has historically taken place regarding the facility. The Department found no evidence that any participation has taken place regarding the Caja del Rio Crusher located at the landfill.

Factor 2: The Frequency with Which LEP Individuals Come in Contact with the Program.

- A. This permit staff has no record of frequent or any contact with LEP individuals regarding this facility.
- B. This permit staff is assigning an identifier of "Not Frequent" regarding the frequency with which LEP individuals come into contact with the Program regarding this facility.

Factor 3: The Nature and Importance of the Activity or Service Provided by the Program.

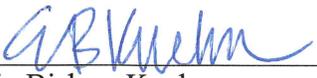
- A. The specific activity of the facility involves crushing rock to be used as overburden and cover at the Caja del Rio Landfill. This activity is essential to the operation of the landfill. Without sufficient cover, the landfill may be out of compliance with Solid Waste Regulation requirements for cover.
- B. This facility consists of a rock crusher and aggregate processing equipment. The equipment is used to process non-metallic minerals to be used as cover at the Caja del Rio landfill.
- C. The facility and its operations are critical to the operation of the landfill, which serves the residents of Santa Fe County. Therefore, the operation of the facility is being given an identifier of very important.

Factor 4: The Resources Available to NMED and the Associated Costs

- A. Costs associated with translation: \$300
Costs associated with providing a translator: \$1000-3000 depending on the length of the proceeding
Costs associated with hosting a public hearing: \$1500-3000
Costs for a court reporter: \$2000
- B. The Department is in the process of securing purchase agreements with translators to provide translating services. The Bureau currently uses in-house staff to assist Spanish speakers with their questions regarding permitting actions.

The Department has reviewed the above four factors and, given the importance of this project and for the permit to be issued in order to keep the community landfill in operation, the limited involvement of LEP individuals in the past, and considering the current public notice already contains a paragraph in Spanish regarding how to speak with someone in the Bureau about the proposed project, the Department does not plan to provide additional LEP services regarding this permitting action.

The PIP and LEP analysis have been reviewed and approved by the AQB Bureau Chief.



Liz Bisbey-Kuehn
Bureau Chief
Air Quality Bureau

Attachments: EJSCREEN Printout



Location: User-specified point center at 35.684535, -106.092369
 Ring (buffer): 4-mile radius
 Description:

Summary of ACS Estimates		2011 - 2015
Population		6,449
Population Density (per sq. mile)		114
Minority Population		4,999
% Minority		78%
Households		2,372
Housing Units		2,631
Housing Units Built Before 1950		35
Per Capita Income		35,280
Land Area (sq. miles) (Source: SF1)		56.77
% Land Area		99%
Water Area (sq. miles) (Source: SF1)		0.39
% Water Area		1%

	2011 - 2015 ACS Estimates	Percent	MOE (±)
Population by Race			
Total	6,449	100%	601
Population Reporting One Race	6,333	98%	1,186
White	5,192	81%	588
Black	20	0%	44
American Indian	138	2%	92
Asian	25	0%	61
Pacific Islander	0	0%	11
Some Other Race	957	15%	390
Population Reporting Two or More Races	116	2%	214
Total Hispanic Population	4,766	74%	602
Total Non-Hispanic Population	1,683		
White Alone	1,450	22%	252
Black Alone	19	0%	44
American Indian Alone	105	2%	78
Non-Hispanic Asian Alone	23	0%	61
Pacific Islander Alone	0	0%	11
Other Race Alone	0	0%	11
Two or More Races Alone	87	1%	77
Population by Sex			
Male	3,246	50%	409
Female	3,203	50%	279
Population by Age			
Age 0-4	547	8%	137
Age 0-17	1,811	28%	213
Age 18+	4,638	72%	330
Age 65+	649	10%	128

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) 2011 - 2015.



Location: User-specified point center at 35.684535, -106.092369
 Ring (buffer): 4-mile radius
 Description:

	2011 - 2015 ACS Estimates	Percent	MOE (±)
Population 25+ by Educational Attainment			
Total	3,945	100%	413
Less than 9th Grade	505	13%	154
9th - 12th Grade, No Diploma	752	19%	151
High School Graduate	882	22%	216
Some College, No Degree	767	19%	165
Associate Degree	207	5%	75
Bachelor's Degree or more	1,039	26%	177
Population Age 5+ Years by Ability to Speak English			
Total	5,901	100%	577
Speak only English	2,440	41%	337
Non-English at Home ¹⁺²⁺³⁺⁴	3,461	59%	513
¹ Speak English "very well"	1,816	31%	344
² Speak English "well"	522	9%	162
³ Speak English "not well"	609	10%	194
⁴ Speak English "not at all"	514	9%	245
³⁺⁴ Speak English "less than well"	1,123	19%	284
²⁺³⁺⁴ Speak English "less than very well"	1,645	28%	306
Linguistically Isolated Households*			
Total	302	100%	89
Speak Spanish	302	100%	88
Speak Other Indo-European Languages	0	0%	11
Speak Asian-Pacific Island Languages	0	0%	11
Speak Other Languages	0	0%	11
Households by Household Income			
Household Income Base	2,372	100%	142
< \$15,000	287	12%	88
\$15,000 - \$25,000	292	12%	89
\$25,000 - \$50,000	614	26%	124
\$50,000 - \$75,000	460	19%	107
\$75,000 +	720	30%	143
Occupied Housing Units by Tenure			
Total	2,372	100%	142
Owner Occupied	1,611	68%	130
Renter Occupied	761	32%	112
Employed Population Age 16+ Years			
Total	4,864	100%	463
In Labor Force	3,364	69%	353
Civilian Unemployed in Labor Force	276	6%	112
Not In Labor Force	1,499	31%	223

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) 2011 - 2015.

*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 35.684535, -106.092369

Ring (buffer): 4-mile radius

Description:

	2011 - 2015 ACS Estimates	Percent	MOE (±)
Population by Language Spoken at Home*			
Total (persons age 5 and above)	5,901	100%	577
English	N/A	N/A	N/A
Spanish	N/A	N/A	N/A
French	N/A	N/A	N/A
French Creole	N/A	N/A	N/A
Italian	N/A	N/A	N/A
Portuguese	N/A	N/A	N/A
German	N/A	N/A	N/A
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	N/A	N/A	N/A
Chinese	N/A	N/A	N/A
Japanese	N/A	N/A	N/A
Korean	N/A	N/A	N/A
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	N/A	N/A	N/A
Other Asian	N/A	N/A	N/A
Tagalog	N/A	N/A	N/A
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	N/A	N/A	N/A
Hebrew	N/A	N/A	N/A
African	N/A	N/A	N/A
Other and non-specified	N/A	N/A	N/A
Total Non-English	N/A	N/A	N/A

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) 2011 - 2015.

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