



**NEW MEXICO ENVIRONMENT DEPARTMENT  
GROUND WATER QUALITY BUREAU**



**PUBLIC INVOLVEMENT PLAN  
(PIP)**

**Facility Name:** Cannon Air Force Base

**Facility Location:** 506 N Air Commando Way  
Cannon AFB, NM 88103

**County:** Curry

**Responsible Party:** Colonel Stewart A. Hammons,  
Commander, 27th Special Operations Wing  
506 N Air Commando Way  
Cannon AFB, NM 88103

**Agency:** Ground Water Quality Bureau  
Pollution Prevention Section

**GWQB Action:** Permitting - Renewal  
DP-873

**Bureau Contact:** Ron Strauch, Environmental Scientist  
(505) 827-1046  
ron.strauch@state.nm.us

**EFFECTIVE DATE:** November 13, 2018

**REVISION DATE:** N/A

/s/ Nancy McDuffie for

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**Michelle Hunter**  
**Chief, Ground Water Quality Bureau**

## Element 1 – Public Involvement Plan (PIP) Overview

The New Mexico Environment Department (NMED or Department), Ground Water Quality Bureau (Bureau) has developed this PIP for the application to renew the Ground Water Discharge Permit for Cannon Air Force Base. The permit for this facility is referred to as DP-873.

The purpose of this PIP is to plan for providing public participation opportunities and information that may be needed for the community to participate in the permitting process for this facility. This PIP identifies information about the community and resources needed by the Bureau to incorporate community participation activities into the decision-making process. This PIP is developed in accordance with the Department's *Public Participation Policy* (Policy 07-13 or Policy), and incorporates the requirements of the Policy, as well as applicable regulatory and statutory public participation requirements.

This PIP implements the “elements” set forth in the Policy. Those elements include:

1. An overview of the Public Involvement Plan for the community affected by the activity
2. Bureau contact names and contact information, specifically for Limited English Proficiency (LEP) language assistance services (e.g., translation, interpreters) or for disability accommodations
3. A summary of the regulatory public participation framework associated with discharge permits
4. A description of community/stakeholder groups based on results of a preliminary environmental justice (EJ) screening
5. Details about planned public outreach activities

In developing this PIP, community participation needs were assessed to ensure appropriate public outreach. This was accomplished by identifying whether there is a combination of environmental and demographic factors that may impact public participation (e.g., low income community, minority community, LEP individuals, linguistically isolated households). Because the community located near the Cannon Air Force Base includes a significant percentage of Spanish speakers, the Bureau will provide appropriate information in both English and Spanish.

Public involvement associated with discharge permits occurs at different stages and in different forms. Public involvement activities required by statute or regulation are mandatory and subject to statutory or regulatory deadlines. Mandatory public involvement activities and associated time requirements relevant to this PIP are noted in the *Table of Mandated Public Involvement Activities* at the end of this PIP.

The Bureau plans to conduct the public involvement activities related to the permitting process outlined in the *Table of Public Involvement Activities* below. The activity timeline and dates are tentative and subject to change.

**Table of Public Involvement Activities**

<b>Activity</b>	<b>Date</b>
<b>Application Notice (PN-1)</b> <i>See Table of Mandated Public Involvement Activities at the end of this PIP for details.</i>	October 2018
<b>Placement of a hardcopy of the PIP in the local field office:</b> Clovis NMED Office 100 E. Manana, Unit 3 Clovis, NM 88101 Phone (575) 762-3728	November 2018
<b>Notice of availability of draft permit (PN-2)</b> <i>See Table of Mandated Public Involvement Activities.</i>	Within 60 days of determining the application is technically complete. Date to be determined.

All notices for upcoming meetings or hearings will include a statement that any person who requires assistance, an interpreter, or an auxiliary aid to participate in the process may contact a specifically identified Department person to request those services. Requested interpretation services during the meeting and accommodations or services for persons with disabilities will be arranged to the extent possible.

This PIP is a “living” document that may be amended for numerous reasons, including the consideration of public comments and feedback.

## **Element 2 – Bureau Contact Information**

### **PIP Specific Contacts**

The Bureau contact for this discharge permit is:

Ron Strauch, Environmental Scientist  
NMED Ground Water Quality Bureau  
P.O. Box 5469  
Santa Fe, New Mexico 87502-5469  
(505) 827-1046  
ron.strauch@state.nm.us

## **Non-English Language Speaker Assistance**

All public notices will contain a statement that non-English speakers may call the Bureau contact listed above and request language assistance in order to learn more about this permit or the permitting process. Arrangements may be made for document translation or interpretation related to the permitting process as necessary and as resources allow.

## **Individuals with Disabilities Assistance**

All public notices will contain a statement that disabled individuals may call the Bureau contact listed above and request assistance needed to participate in activities associated with the permitting process.

The following information will be provided in public notices so that hearing-impaired callers can contact the Bureau and ask questions about the activity or proceeding: Toll-free numbers are available for TDD or TTY users to access the New Mexico Relay network (for deaf or hearing-impaired callers), 1-800-659-1779; TTY users: 1-800-659-8331.

## **Websites**

Outreach materials and notices will include links to the following website, where the Bureau's public notices and PIP information are posted:

Ground Water Quality Bureau – <https://www.env.nm.gov/gwqb/public-notice/>

## **Element 3 – Regulatory Framework for Public Participation Related to the Permitting Process**

The public participation regulatory framework associated with the permitting process is identified in the *Table of Mandated Public Involvement Activities* at the end of this PIP. The Table identifies activities subject to statutory or regulatory deadlines, the associated regulatory requirements, and the associated dates or time periods.

## **Element 4 – Description of Community/Stakeholder Groups Based on the EJSCREEN**

### **EJSCREEN Summary**

To provide for adequate public participation opportunities and meaningful involvement of persons in the permitting process, 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, have minority populations, and have limited English proficiency that may benefit from a variety of approaches for notification and outreach communication. This information is used to help plan for the community's involvement in the public process for environmental activities or actions. In addition to the EJSCREEN results, the

Bureau may consider additional information such as the U.S. Census Bureau website or NMED's EJ Mapping Tool.

The Bureau considers the affected community to be those persons living within a 4-mile radius of the discharge site. The results of the EJSCREEN American Community Survey (ACS) Summary Report (attached to this PIP) are summarized in the table below.

**EJSCREEN Results for the Affected Community**

Total population	7,086
Total number of households	2,149
Percentage minority population	54%
Percentage Hispanic population	41%
Percentage of the population by race	Population reporting one race: White: ..... 71% Black: ..... 8% American Indian: ..... 1% Asian: ..... 4% Some Other Race: ..... 13%
Total number of persons greater than the age of five who speak English "less than very well"	346
Percentage of persons greater than the age of five who speak English "less than very well"	5%
Total number of linguistically isolated households	80
Percentage of linguistically isolated households (Total number of linguistically isolated households ÷ total number of households X 100)	3.7%
Languages by percentage in linguistically isolated households	Spanish: ..... 100%
Percent linguistically isolated population, New Mexico*:	5.4%
Per capita income	\$18,942
Per capita income, USA**	\$29,979

\* U.S. Census Bureau. 2011-2015 American Community Survey 5-Year Estimates, Table S1602. Limited English Speaking Households. [https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15\\_5YR/S1602/0400000US35](https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15_5YR/S1602/0400000US35) (date of access: 7/26/2018).

\*\* U.S. Census Bureau. 2015 American Community Survey 1-Year Estimates, Table S0201. Selected Population Profile in the United States. [https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15\\_1YR/S0201/0100000US](https://factfinder.census.gov/bkmk/table/1.0/en/ACS/15_1YR/S0201/0100000US) (date of access: 7/26/2018).

The EJSCREEN results indicate that for the affected community the proportion of the population with limited English proficiency (LEP) is significant. The Bureau has therefore performed a LEP assessment for the community and attaches that assessment to this PIP.

Because the affected community has a significant percentage of persons with difficulties communicating in English, the Bureau will consider the language and communication needs of this community when conducting public outreach and participation activities. To accomplish this the Bureau will provide the same information in Spanish as in English in public comment notices, public meeting notices, and other announcements (e.g., radio broadcasts, brochures, signs, postcards) and will strive to make public participation efforts as inclusive as possible within the Bureau's budget and time limitations. See Element 5 for more specifics on the public outreach and participation activities.

## **Element 5 – Detailed Actions and Outreach Activities with the Affected Public**

Public involvement activities required by statute or regulation for this permitting action are listed in the *Table of Mandated Public Involvement Activities* at the end of this document.

### **Public Participation – Outreach Activities**

The Bureau will conduct the following outreach activities during this permitting process:

- Placement of this PIP on the Bureau website and in nearby NMED field office
- Postal mailing and email notices
- Newspaper notices
- Notice posted on NMED website

Newspapers utilized in the notification process include:

- Statewide circulation (English): Albuquerque Journal
- Local circulation (English and Spanish): Eastern New Mexico News - Curry County

Local, state, and federal government agencies, tribal entities, and land grant officials will be notified about the permitting process. A list of the agencies and officials notified can be provided upon request.

Indian Tribes, Pueblos and Nations will be notified about the permitting action through the contacts maintained by the Indian Affairs Department at the following URLs:

<http://www.iad.state.nm.us/apaches.html>  
<http://www.iad.state.nm.us/navajo.html>  
<http://www.iad.state.nm.us/pueblos.html>

Timelines and methods for submitting public comments are specified in the *Table of Mandated Public Involvement Activities*. Final discharge permit documents will be available from the Bureau's contact identified in Element 2 of this PIP.

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

The Bureau solicits the names and contact information of interested parties with all public notices. The Bureau maintains those names on a Facility-Specific Mailing List and provides the individuals with information about regulatory activities for the facility. Individuals, organizations, and other interested parties are added to the mailing list as requested. All public notices will contain a statement directing interested individuals to contact the Bureau contact for this permit if they want to be added to the facility specific mailing list.

Other means of outreach such as fliers announcing public comment periods and/or public meetings or hearings may be posted in locations throughout the community (e.g., local businesses, schools, libraries) and on the Department's website, at the Bureau's discretion after consideration of public interest and input.

### **Attachments**

- A copy of the EJSCREEN ACS Summary Report and a map showing the area evaluated.

**Table of Mandated Public Involvement Activities**

Activity	Dates
<p><b>Application Notice (PN-1): The first notice of the Bureaus receipt of the permit application – applicant’s obligations at 20.6.2.3108.B – Bureau’s obligations at 20.6.2.3108.E NMAC</b></p> <ul style="list-style-type: none"> <li>• Newspaper ads (PN-1 synopsis in English and Spanish)- Applicant obligation</li> <li>• NMED website <a href="https://www.env.nm.gov/gwqb/public-notice/">https://www.env.nm.gov/gwqb/public-notice/</a></li> <li>• Notice to government agencies</li> <li>• Notice to interested parties</li> </ul>	<p>Within 30 days of the department deeming the application administratively complete</p>
<p><b>Permit Notice (PN-2): Notice to the public of the availability of a draft permit for a 30-day review and comment period – the notice will outline the process for requesting a public hearing – obligation at 20.6.2.3108.H NMAC</b></p> <ul style="list-style-type: none"> <li>• NMED website <a href="https://www.env.nm.gov/gwqb/public-notice/">https://www.env.nm.gov/gwqb/public-notice/</a></li> <li>• Newspaper ads</li> <li>• Notification of interested parties</li> <li>• Notice to government agencies</li> <li>• Notice to Indian Tribes, Pueblos and Nations</li> </ul>	<p>Within 60 days of the department determining the application is technically complete and drafting a permit.</p>
<p><b>Public Hearing Notice (if required): Upon the Department’s determination that there is substantial public interest in the permit – obligation at 20.6.2.3108.L NMAC. Notice includes information on how to participate in the hearing, and how to request an interpreter or auxiliary aid if needed.</b></p> <ul style="list-style-type: none"> <li>• NMED website <a href="https://www.env.nm.gov/gwqb/public-notice/">https://www.env.nm.gov/gwqb/public-notice/</a></li> <li>• Newspapers</li> <li>• Notice to interested parties</li> <li>• Notice to government agencies</li> <li>• Notice to Indian Tribes, Pueblos and Nations</li> </ul>	<p>Notice of the hearing shall occur at least 30 days prior to the hearing.</p>

## **Limited English Proficiency (LEP) Assessment**

**Facility:** Cannon Air Force Base, DP-873

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

See Public Involvement Plan (PIP), Table of EJSCREEN Results for the Affected Community.

#### Conclusions:

1. The number of LEP individuals (persons over the age of 5 who speak English “less than very well” in the affected community) is 346.
2. The percentage of LEP individuals in the affected community is 5%.
3. The percentage of linguistically isolated households is 3.7%, which is less than the statewide average.
4. Spanish is the predominant non-English language spoken by LEP persons.
5. Historical participation: No one has requested to be placed on a facility-specific mailing list. A review of the administrative record for this facility indicates limited public interest/participation overall during the past 10 years. The review found no record of participation by the LEP community.

### **Factor 2: Frequency with which LEP Individuals Might Come in Contact with the Program**

Contact with the discharge permitting process primarily occurs when a permit application is under review. The GWQB provides notice to the public and encourages participation. Individuals may participate by requesting information, submitting comments on draft permits, requesting hearings, and taking part in hearings. Some permits generate considerable public interest, but participation is low for most permits. Historical participation in permitting activities for this facility is summarized under Factor 1.

#### Conclusion:

LEP participation and overall public interest in this facility have been limited historically. Based on this record, the Bureau considers the potential for LEP contact with the permitting process to be “infrequent.”

### **Factor 3: Nature and Importance of the Activity or Service Provided by the Program**

The permitting activity is deemed by the GWQB to be “important” to NMED, the impacted community, and the State of New Mexico. The permitting activity is important to NMED because the permit establishes site-specific requirements that must be met to ensure protection of public health and groundwater quality and provides a means to enforce those requirements. The permitting activity is important to the impacted community because poorly-operated waste treatment facilities have the potential to pose a public nuisance and adversely affect the quality of life of people living in the vicinity of the facility. The permitting activity is important to the State of New Mexico

because establishment of effective permits ensures that discharges will not impact the State's limited groundwater resources and that waste disposal is conducted in a consistent manner throughout the State.

Conclusion:

The GWQB considers the permitting activity “important” to NMED, to the state as a whole, and to the impacted community.

**Factor 4: Resources Available to NMED for LEP Services and Associated Costs**

For outreach to LEP communities associated with this permit action, NMED employs an in-house Spanish translator/interpreter: NMED contracts with a certified translator and utilizes a phone interpretation service to assist during direct communication between LEP individuals and NMED staff. The costs of newspaper publication of public notice in Spanish and of interpretive services for a public meeting or hearing are being incorporated into the Bureau’s budget, to the extent possible. Fees collected from the permittee in accordance with the schedule at 20.6.2.3114 NMAC are not sufficient to cover these costs.

Conclusion:

The Bureau can accommodate the costs of the LEP services identified in this plan. If additional services are requested, the budgetary implications will be reviewed.

**LEP Services Plan:**

The Bureau plans to:

1. Translate the Public Notice Two (PN-2) and any subsequent public notices into Spanish and publish in a paper serving the local community.
2. Provide interpretive services at any public meeting or public hearing, if requested.
3. Interact with members of the LEP community using certified interpreters, when needed.

The Bureau will consider requests from members of the affected community for additional LEP services.

Location: User-specified polygonal location  
Ring (buffer): 4-mile radius  
Description: DP-873 CAFB

Summary of ACS Estimates		2012 - 2016
Population		7,086
Population Density (per sq. mile)		73
Minority Population		3,843
% Minority		54%
Households		2,149
Housing Units		2,356
Housing Units Built Before 1950		151
Per Capita Income		18,942
Land Area (sq. miles) (Source: SF1)		97.27
% Land Area		100%
Water Area (sq. miles) (Source: SF1)		0.26
% Water Area		0%

	2012 - 2016 ACS Estimates	Percent	MOE (±)
<b>Population by Race</b>			
Total	7,086	100%	410
Population Reporting One Race	6,857	97%	1,079
White	5,000	71%	372
Black	572	8%	143
American Indian	78	1%	134
Asian	276	4%	137
Pacific Islander	0	0%	11
Some Other Race	931	13%	282
Population Reporting Two or More Races	229	3%	88
Total Hispanic Population	2,874	41%	354
Total Non-Hispanic Population	4,212		
White Alone	3,242	46%	285
Black Alone	555	8%	146
American Indian Alone	44	1%	134
Non-Hispanic Asian Alone	260	4%	138
Pacific Islander Alone	0	0%	11
Other Race Alone	0	0%	11
Two or More Races Alone	110	2%	65
<b>Population by Sex</b>			
Male	3,816	54%	242
Female	3,270	46%	220
<b>Population by Age</b>			
Age 0-4	663	9%	97
Age 0-17	2,176	31%	178
Age 18+	4,910	69%	239
Age 65+	514	7%	112

**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) 2012 - 2016 .

Location: User-specified polygonal location

Ring (buffer): 4-mile radius

Description: DP-873 CAFB

	2012 - 2016 ACS Estimates	Percent	MOE (±)
<b>Population 25+ by Educational Attainment</b>			
Total	3,634	100%	242
Less than 9th Grade	203	6%	67
9th - 12th Grade, No Diploma	433	12%	121
High School Graduate	893	25%	119
Some College, No Degree	1,472	41%	154
Associate Degree	319	9%	104
Bachelor's Degree or more	634	17%	81
<b>Population Age 5+ Years by Ability to Speak English</b>			
Total	6,423	100%	388
Speak only English	4,660	73%	292
Non-English at Home <sup>1+2+3+4</sup>	1,763	27%	242
<sup>1</sup> Speak English "very well"	1,417	22%	217
<sup>2</sup> Speak English "well"	67	1%	52
<sup>3</sup> Speak English "not well"	165	3%	57
<sup>4</sup> Speak English "not at all"	114	2%	79
<sup>3+4</sup> Speak English "less than well"	279	4%	91
<sup>2+3+4</sup> Speak English "less than very well"	346	5%	91
<b>Linguistically Isolated Households*</b>			
Total	80	100%	48
Speak Spanish	80	100%	47
Speak Other Indo-European Languages	0	0%	11
Speak Asian-Pacific Island Languages	0	0%	11
Speak Other Languages	0	0%	11
<b>Households by Household Income</b>			
Household Income Base	2,149	100%	119
< \$15,000	319	15%	89
\$15,000 - \$25,000	287	13%	74
\$25,000 - \$50,000	831	39%	103
\$50,000 - \$75,000	404	19%	68
\$75,000 +	308	14%	92
<b>Occupied Housing Units by Tenure</b>			
Total	2,149	100%	119
Owner Occupied	940	44%	119
Renter Occupied	1,209	56%	93
<b>Employed Population Age 16+ Years</b>			
Total	5,075	100%	280
In Labor Force	3,510	69%	219
Civilian Unemployed in Labor Force	342	7%	97
Not In Labor Force	1,565	31%	188

**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)

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

Location: User-specified polygonal location

Ring (buffer): 4-mile radius

Description: DP-873 CAFB

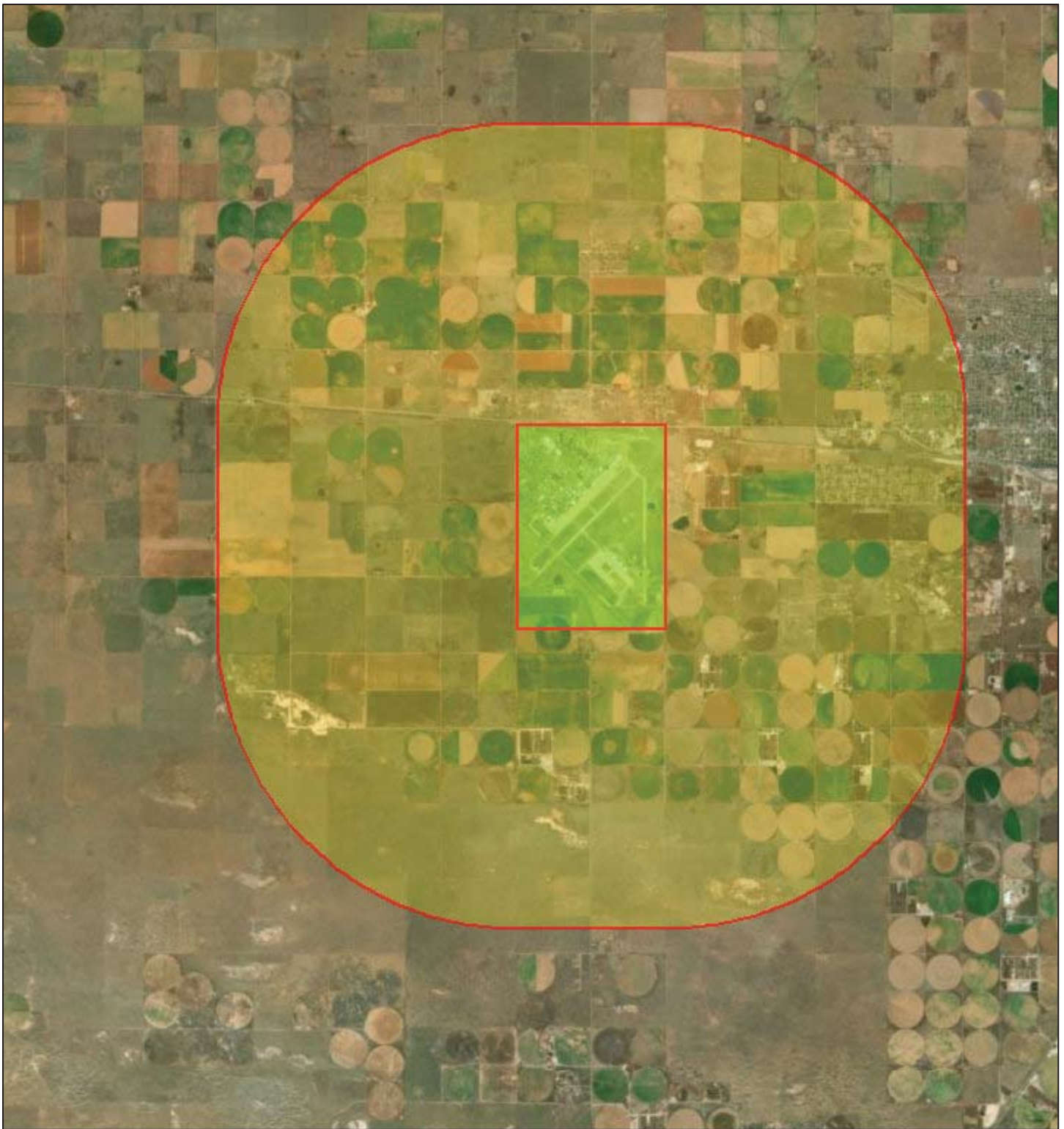
	2012 - 2016 ACS Estimates	Percent	MOE (±)
<b>Population by Language Spoken at Home*</b>			
Total (persons age 5 and above)	6,446	100%	476
English	4,343	67%	516
Spanish	1,950	30%	356
French	8	0%	37
French Creole	N/A	N/A	N/A
Italian	N/A	N/A	N/A
Portuguese	N/A	N/A	N/A
German	4	0%	16
Yiddish	N/A	N/A	N/A
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	12	0%	37
Chinese	0	0%	16
Japanese	N/A	N/A	N/A
Korean	22	0%	27
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	18	0%	36
Other Asian	25	0%	78
Tagalog	64	1%	68
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%	16
Hebrew	N/A	N/A	N/A
African	N/A	N/A	N/A
Other and non-specified	0	0%	16
Total Non-English	2,104	33%	702

**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) 2012 - 2016.



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

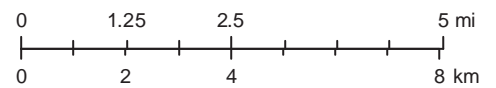
# CAFB 873 PIP



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1:144,448

-  Buffer Area
-  Digitized Polygon



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community