



**NEW MEXICO ENVIRONMENT DEPARTMENT**  
**GROUND WATER QUALITY BUREAU**  
**PUBLIC INVOLVEMENT PLAN**  
**(PIP)**



**Facility Name:** Conoco Service Station

**Facility Location:** 3837 Highway 64  
Chama, NM 87520  
Section 00, Township 32N, Range 02E

**County:** Rio Arriba

**Responsible Party:** NMED Petroleum Storage Tank Bureau  
121 Tijeras Avenue NE Suite 1000  
Albuquerque, NM 87102

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

**GWQB Action:** Permitting - New  
DP-1945

**Bureau Contact:** Andrew Romero, Environmental Scientist  
(505) 660-8624  
Andrewc.romero@state.nm.us

Main bureau telephone number:  
(505) 827-2900

**EFFECTIVE DATE:** June 10, 2022

**REVISION DATE:** N/A

/s/ Jason Herman for

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**Justin D. Ball, 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 for a Ground Water Discharge Permit for the Conoco Service Station. The permit for this facility is referred to as DP-1945.

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).

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>	June 2022
<b>Placement of a hardcopy of the PIP in the local NMED office:</b> NMED Espanola Office 712 La Joya Street Espanola, NM 87532 (505) 753-7256	June 2022
<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:  
Andrew Romero, Environmental Scientist  
NMED Ground Water Quality Bureau  
P.O. Box 5469, Santa Fe, NM 87502-5469  
(505) 660-8624 / andrewc.romero@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 individuals with disabilities 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 individuals who are deaf, hard of hearing, or have difficulty speaking on the phone can contact the Bureau and ask questions about the activity or proceeding: Telephone conversation assistance is available through Relay New Mexico at no charge for people who are deaf, hard of hearing, or have difficulty speaking on the phone, by calling 1-800-659-1779 (English); 1-800-327-1857 (Spanish); 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/public-notices/>

## **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	1,139
Total number of households	376
Percentage minority population	87%
Percentage Hispanic population	82%
Percentage of the population by race	Population reporting one race: White: ..... 32% Black: ..... 3% American Indian: ..... 9% Asian: ..... 0% Pacific Islander: ..... 0% Some Other Race: ..... 56%
Total number of persons greater than the age of five who speak English “less than very well”	6
Percentage of persons greater than the age of five who speak English “less than very well”	1%
Total number of linguistically isolated households	2
Percentage of linguistically isolated households (Total number of linguistically isolated households ÷ total number of households) X 100	0.53%
Languages by percentage in linguistically isolated households	Spanish: ..... 100% Other Indo-European languages: 0% Asian-Pacific Island languages: .. 0% Other languages: ..... 0%
Percent linguistically isolated population, New Mexico*:	5.1%
Per capita income	\$21,224
Per capita income, USA**	\$35,384

\* U.S. Census Bureau. 2020 American Community Survey 5-Year Estimates, Table S1602. Limited English-Speaking Households.

<https://data.census.gov/cedsci/table?q=S1602%3A%20LIMITED%20ENGLISH%20SPEAKING%20HOUSEHOLDS&g=0400000US35&tid=ACST5Y2020.S1602> (date of access: 5/4/2022).

\*\* U.S. Census Bureau. 2020 American Community Survey 5-Year Estimates, Table B19301. Per Capita Income in the Past 12 Months (In 2020 Inflation-Adjusted Dollars).

<https://data.census.gov/cedsci/table?q=per%20capita%20income&tid=ACSDT5Y2020.B19301>. (Date of access: 5/4/2022).

Based on the EJSCREEN results regarding language proficiencies, the Bureau plans to conduct public outreach in accordance with the *Table of Mandated Public Involvement Activities* at the end of this PIP.

## **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 to be utilized in the notification process include:

- Statewide circulation (English): Albuquerque Journal
- Local circulation (English): Rio Grande Sun – Rio Arriba County

Local, state, and federal government agencies, tribal entities, land grant officials and colonias 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:

<https://www.iad.state.nm.us/pueblo-tribes-and-nations/pueblos/>  
<https://www.iad.state.nm.us/pueblo-tribes-and-nations/navajo/>  
<https://www.iad.state.nm.us/pueblo-tribes-and-nations/apaches/>

Because of the proximity of the Tierra Amarilla Land Grant and the Jicarilla Apache Nation Reservation, a courtesy email will be sent to the environmental director or manager of the Tierra Amarilla Land Grant and the Jicarilla Apache Nation Reservation.

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.

### **PIP Contingency Plan**

During a public health emergency or other unforeseen event outside the control of the Department, the Department will make every effort to ensure the public remains involved in and informed of the decision making and permit processes. The purpose of this PIP Contingency Plan is in part to address circumstances when public spaces are closed because of potential human exposure risks. The Department will attempt to identify and utilize alternate methods of document delivery to the public and public viewing when conventional methods and locations are unavailable. When it is unsafe to utilize the physical PIP and document repositories, the Department will consider utilizing electronic delivery methods deemed appropriate for the permitting action. While operating under the PIP Contingency Plan, the PN-2 will include a statement specifying that the PIP Contingency Plan is in effect and that, "instead of placing a copy of the PIP for this permitting action in a public location, NMED will make the PIP available to the community by sending the PIP by email or US mail to any community member requesting a copy. An individual may request a copy of the PIP utilizing the Bureau contact information in this public notice. When making such a request, please specify how you would like the document delivered. If you request a copy of a PIP, you will receive a revised PIP should the PIP be updated in the future." During the times of potential human exposure risks and the resultant implementation of this PIP Contingency Plan, public meetings and hearings will only be held when or through means by which the Department can ensure the public's health and safety and this PIP can be fully adhered to.

### **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>Application Notice (PN-1): The first notice of the Bureau’s receipt of the permit application – applicant’s obligations at 20.6.2.3108.B and C NMAC – Bureau’s obligations at 20.6.2.3108.E NMAC</p> <ul style="list-style-type: none"> <li>• Signs (PN-1 synopsis<sup>1</sup> in English and Spanish) - Applicant obligation</li> <li>• Mailings to owners of nearby properties - Applicant obligation</li> <li>• Newspaper display ads (PN-1 synopsis<sup>2</sup> in English and Spanish)- Applicant obligation</li> <li>• NMED website <a href="https://www.env.nm.gov/public-notices/">https://www.env.nm.gov/public-notices/</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>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 through J NMAC</p> <ul style="list-style-type: none"> <li>• NMED website <a href="https://www.env.nm.gov/public-notices/">https://www.env.nm.gov/public-notices/</a></li> <li>• Newspaper legal 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>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.M NMAC. Notice includes information on how to participate in the hearing, and how to request an interpreter or auxiliary aid if needed.</p> <ul style="list-style-type: none"> <li>• NMED website <a href="https://www.env.nm.gov/public-notices/">https://www.env.nm.gov/public-notices/</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>

<sup>1</sup> Suitable for display, the abbreviated format of the PN-1 synopsis does not contain all the information provided by a full public notice, e.g., language assistance or non-discrimination information.

<sup>2</sup> Suitable for display, the abbreviated format of the PN-1 synopsis does not contain all the information provided by a full public notice, e.g., language assistance or non-discrimination information.



<p>Response to Comments (if comments received): Upon the Secretary's decision regarding issuance of a discharge permit – obligation at 20.6.2.3109.B NMAC. The Response to Comments shall specify which provisions, if any, in the draft permit were changed and the reasons for the change and shall briefly describe and respond to all significant comments on the draft permit raised during the public comment period or at any hearing. The Secretary shall notify persons who participated in the permitting action by mail or email of the action taken and the reasons for such action and shall include a copy of the Response to Comments.</p>	<p>Response is issued 30 days after the administrative record is complete and all required information is available</p>
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Location: User-specified point center at 36.881175, -106.584694

Ring (buffer): 4-miles radius

Description: Conoco Service Station, DP-1945

Summary of ACS Estimates		2015 - 2019	
Population		1,139	
Population Density (per sq. mile)		22	
People of Color Population		986	
% People of Color Population		87%	
Households		376	
Housing Units		700	
Housing Units Built Before 1950		39	
Per Capita Income		21,224	
Land Area (sq. miles) (Source: SF1)		51.74	
% Land Area		99%	
Water Area (sq. miles) (Source: SF1)		0.68	
% Water Area		1%	
		2015 - 2019 ACS Estimates	Percent
			MOE (±)
<b>Population by Race</b>			
Total		1,139	100%
Population Reporting One Race		1,139	100%
White		361	32%
Black		33	3%
American Indian		101	9%
Asian		0	0%
Pacific Islander		0	0%
Some Other Race		644	56%
Population Reporting Two or More Races		1	0%
Total Hispanic Population		931	82%
Total Non-Hispanic Population		208	
White Alone		154	13%
Black Alone		2	0%
American Indian Alone		38	3%
Non-Hispanic Asian Alone		0	0%
Pacific Islander Alone		0	0%
Other Race Alone		14	1%
Two or More Races Alone		0	0%
<b>Population by Sex</b>			
Male		575	51%
Female		564	49%
<b>Population by Age</b>			
Age 0-4		63	5%
Age 0-17		223	20%
Age 18+		917	80%
Age 65+		176	15%

**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 36.881175, -106.584694

Ring (buffer): 4-miles radius

Description: Conoco Service Station, DP-1945

	2015 - 2019 ACS Estimates	Percent	MOE (±)
<b>Population 25+ by Educational Attainment</b>			
Total	856	100%	344
Less than 9th Grade	28	3%	35
9th - 12th Grade, No Diploma	57	7%	49
High School Graduate	320	37%	159
Some College, No Degree	278	33%	191
Associate Degree	27	3%	52
Bachelor's Degree or more	145	17%	152
<b>Population Age 5+ Years by Ability to Speak English</b>			
Total	1,077	100%	446
Speak only English	594	55%	286
Non-English at Home <sup>1+2+3+4</sup>	483	45%	278
<sup>1</sup> Speak English "very well"	477	44%	278
<sup>2</sup> Speak English "well"	4	0%	13
<sup>3</sup> Speak English "not well"	2	0%	13
<sup>4</sup> Speak English "not at all"	0	0%	12
<sup>3+4</sup> Speak English "less than well"	2	0%	13
<sup>2+3+4</sup> Speak English "less than very well"	6	1%	14
<b>Linguistically Isolated Households*</b>			
Total	2	100%	13
Speak Spanish	2	100%	12
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	376	100%	154
< \$15,000	53	14%	107
\$15,000 - \$25,000	78	21%	70
\$25,000 - \$50,000	131	35%	101
\$50,000 - \$75,000	77	21%	51
\$75,000 +	36	10%	117
<b>Occupied Housing Units by Tenure</b>			
Total	376	100%	154
Owner Occupied	325	86%	156
Renter Occupied	51	14%	77
<b>Employed Population Age 16+ Years</b>			
Total	927	100%	385
In Labor Force	414	45%	282
Civilian Unemployed in Labor Force	59	6%	184
Not In Labor Force	513	55%	288

**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.

Location: User-specified point center at 36.881175, -106.584694

Ring (buffer): 4-miles radius

Description: Conoco Service Station, DP-1945

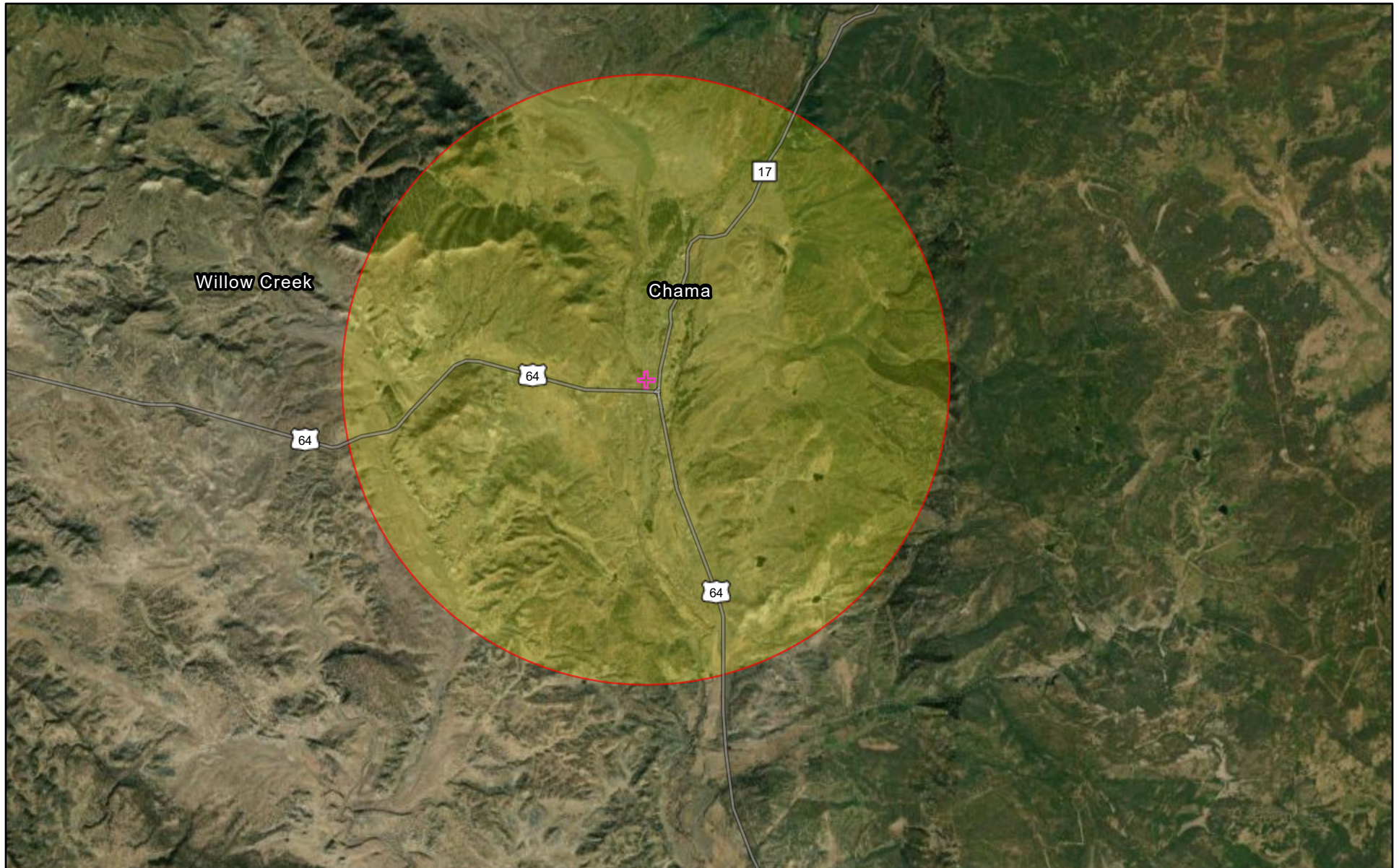
	2015 - 2019 ACS Estimates	Percent	MOE (±)
<b>Population by Language Spoken at Home*</b>			
Total (persons age 5 and above)	N/A	N/A	N/A
English	N/A	N/A	N/A
Spanish	N/A	N/A	N/A
French	N/A	N/A	N/A
French Creole	N/A	N/A	N/A
Italian	N/A	N/A	N/A
Portuguese	N/A	N/A	N/A
German	N/A	N/A	N/A
Yiddish	N/A	N/A	N/A
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) 2015 - 2019.

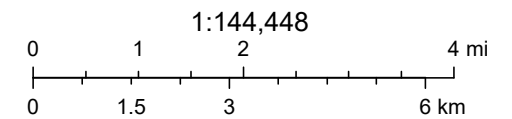
\*Population by Language Spoken at Home is available at the census tract summary level and up.

# Conoco Service Station, DP-1945



6/22/2022

✚ Conoco Service Station



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community,  
Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap