**GCP Relocations**

**Guidelines for Public Notice Postings**

**These guidelines apply to relocations for GCP-2 (Quarrying, Crushing, and Screening Facilities), GCP-3 (Hot Mix Asphalt Plants), and GCP-5 (Concrete Batch Plants) only.**

**A Department-approved public notice example for GCPs is available on the AQB Website** at:

[*http://www.env.nm.gov/aqb/permit/Permit\_Apps/Permit\_Apps\_9\_Public\_Notice.html*](http://www.env.nm.gov/aqb/permit/Permit_Apps/Permit_Apps_9_Public_Notice.html)

***Note: A public notice published in a newspaper is not required for relocations.***

1. **Each time the facility relocates, 15 days prior to submitting a relocation application a public notice is required to be posted at the entrance of the proposed site.**  A legible notice must remain posted at the facility entrance until the relocation application is either issued or denied. This notice shall be posted such that it is legible to the public from the point of nearest public access to the entrance to the facility and shall be documented with a dated photo from this public access point showing that at least the word “NOTICE” in the posting is legible to the public. Documentary proof of compliance with this requirement shall consist of this photo and the signed certification.
2. **The notice must be posted at a location according to 20.2.72.220.A(2)(b)(ii.b) NMAC**, which states *“a notice posted at the proposed or existing facility entrance in a publicly accessible and conspicuous place on the property on which the facility is, or is proposed to be, located …”*
3. **The posted notice must contain all of the information as required by 20.2.72.203.C NMAC**, which states *“C. The notice specified in Paragraphs 1 through 4 of Subsection B of 20.2.72.203.C NMAC shall contain the following:*

*(1) The applicant’s name and address, together with the names and addresses of all owners or operators of the facility or proposed facility;*

*(2) The actual or estimated date that the application was or will be submitted to the Department;*

*(3) The exact location of the facility or proposed facility;*

*(4) A description of the process or change for which a permit is sought****1****, including an estimate of the maximum quantities of any regulated air contaminant the source will emit after proposed construction is complete or permit issued;*

*(5) The maximum and standard operating schedules of the facility after completion of proposed construction or permit issuance;*

*(6) The current address of the Department to which comments and inquiries may be directed.”*

**1**. The “description of the process or change” for a relocation should explain that this is a relocation of a crusher, hot mix asphalt plant, or concrete batch plant that is operating under air quality permit number GCP-X-XXXX (add the specific numbers for your GCP and permit). If co-located with another crusher, hot mix asphalt plant, or concrete batch plant, the notice should also state that and include the co-located facility’s permit number.

1. **The notice must be posted before receipt of the relocation application by the Department.** The notice cannot be posted more than 3 months in advance of application submittal.
2. **The posted notice must be posted for at least 15 days** and once posted shall remain in place until the relocation is granted or denied.

a) in the event that a revised notice is required as a result of Department review of the application, **the corrected notice must be in place for at least 15 days before construction can commence**. The Department is required to issue a decision regarding the relocation application within 15 days of receipt (per 20.2.72.202.D(3)(d) NMAC); however, if a revised public notice was posted after receipt, a condition in the relocation approval letter will stipulate the earliest possible installation date.