

US EPA ARCHIVE DOCUMENT



# Community Relations Plans

EPA Region 1  
All Grantee Meeting  
Sturbridge, MA  
August 9-10, 2005



● ● ● All EPA funded Brownfields cleanups require a site-specific community relations plan.





# Community Relations Plan Table of Contents

---

- Introduction
- Spokesperson and information repository
- Site description and history
- Nature of threat to public health and the environment.
- Community background
- Key concerns
- Continued community involvement



# Community Relations Plan Table of Contents

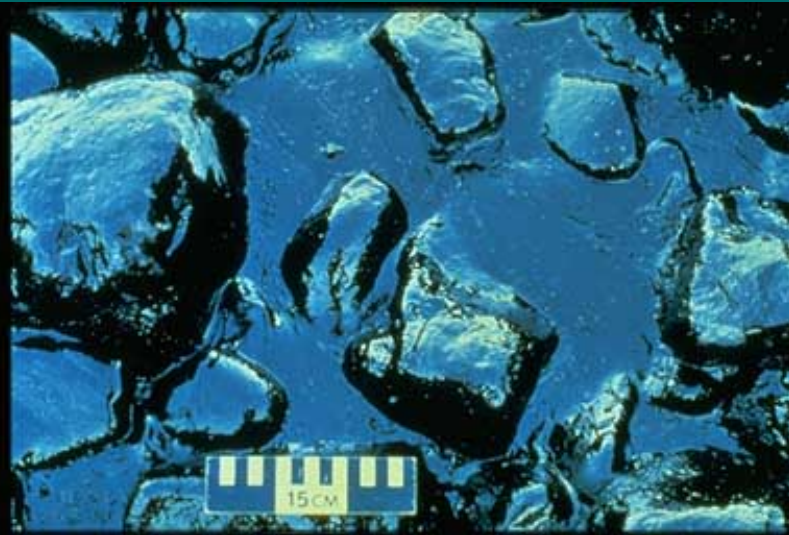
---

- Introduction
- Spokesperson and information repository
- Site description and history
- Nature of threat to public health and the environment.
- Community background
- Key concerns
- Continued community involvement

# Community Relations Plan Table of Contents

---

- Introduction
- Spokesperson and information repository
- Site description and history
- Nature of threat to public health and the environment.
- Community background
- Key concerns
- Continued community involvement





# Community Relations Plan Table of Contents

---

- Introduction
- Spokesperson and information repository
- Site description and history
- Nature of threat to public health and the environment.
- Community background
- Key concerns
- Continued community involvement



# Community Relations Plan Table of Contents

---

- Introduction
- Spokesperson and information repository
- Site description and history
- Nature of threat to public health and the environment.
- Community background
- Key concerns
- Continued community involvement



# Community Relations Plan Table of Contents

---

- Introduction
- Spokesperson and information repository
- Site description and history
- Nature of threat to public health and the environment.
- Community background
- Key concerns
- Continued community involvement



# Conducting and Documenting Community Involvement

---

It is important for the public to be informed of site activities and to provide input on site cleanup and plans for redevelopment.

The public must also have the opportunity to comment on the required documents drafted in preparation for the environmental cleanup.

These comments must be considered as part of the final cleanup decisions.

# Establishing the Administrative Record

---

- What is the Administrative Record?

A collection of documents (site assessment reports, cleanup plan, responses to public comments, etc.) explaining the actions taking place at a site and should be made available at a location convenient to the public.





# The Administrative Record MUST Include:

---


- An analysis of brownfields cleanup alternatives.
- For petroleum-only sites an analysis of cleanup alternatives must include considering a range of proven cleanup methods.
- A site-specific community relations plan.
- Response to public comments.
- Verification that shows that cleanups are complete.



# The Administrative Record MAY Include:

---

- Documents containing data and information that may form the basis for selection of a cleanup.
- Guidance documents, technical literature, and site-specific policy memoranda on the application of a specific regulation to a site
- Enforcement orders, including administrative orders and consent decrees.



# Public Comment on Analysis of Brownfields Cleanup Alternatives (ABCA)

---

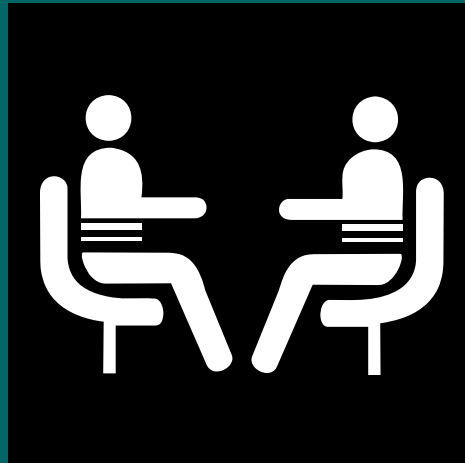
- The ABCA can be an addendum to your State required cleanup plan
- Provide reasonable opportunity for written and oral comments on the ABCA (30 days). Extend comment period if needed.
- Conduct a public meeting on the cleanup plan & ABCA
- Prepare a written response to significant and appropriate comments, and document any changes made to the cleanup plan in a responsiveness summary.



# Other Possible Activities:

---

- Conduct interviews with local officials, community residents, public interest groups, or other interested and affected parties.





Remember that you are required to submit the Community Relations Plan to EPA for approval.





# Tips for Working With Your Community

---

- Begin with questions
- Spend time talking about the data in a way everybody can understand
- Involve other agencies – get expertise as part of the stakeholders group
- Be prepared for hard questions
- Document your process
- Be creative
- Discuss resources if additional assessment is needed

