

Draft

# Public Involvement Plan

Lansing Plants 2, 3, and 6  
Industrial Land  
Lansing, Michigan

October 2011

Prepared for:



Prepared by:



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# PUBLIC INVOLVEMENT PLAN

## Introduction

This Public Involvement Plan (PIP) presents a framework for involving the public, government officials, and other parties who may be interested in the environmental investigation and cleanup of former General Motors Plants 2, 3, and 6 (the Site) in Lansing, Michigan. These three former plants are the focus of environmental actions being implemented by the Revitalizing Auto Communities Environmental Response (RACER) Trust, under the federal Resource Conservation and Recovery Act (RCRA). More information on the background of the Site and the surrounding community can be found in Attachment 1.

This PIP is based on applicable state and federal regulations and guidance, including:

- Code of Federal Regulations, Title 40, Chapter 124, Procedures for Decision Making (40 CFR 124)
- RCRA Public Participation Manual (prepared by the United States Environmental Protection Agency and available at: <http://www.epa.gov/osw/hazard/tsd/permit/pubpart/manual.htm>)
- Michigan Part 201 of the Natural Resources and Environmental Protection Act, 1994 Public Act 451

Activities described in this PIP are anticipated to be primarily implemented by RACER Trust in coordination with the Michigan Department of Environmental Quality.

## Public Involvement Activities

Required and recommended public involvement activities and the phase in which they should be completed during the RCRA process are outlined in the table below. A further breakdown of each activity is provided in Attachment 2, along with a glossary of terms.

RCRA Phase	Required Activities	Optional Activities
<b>RCRA Facility Investigation (RFI)</b>	<ul style="list-style-type: none"><li>• Create or update mailing list</li><li>• Establish or update information repository</li><li>• Establish contact person</li><li>• Issue notification of discoveries of contamination</li></ul>	<ul style="list-style-type: none"><li>• Prepare PIP</li><li>• Prepare and distribute fact sheets</li><li>• Prepare and distribute summary of RFI</li><li>• Participate in or hold community meeting(s)</li></ul>

*Former GM Plants 2, 3, and 6 in Lansing are the focus of environmental actions being taken in cooperation with the MDEQ under federal RCRA rules.*



**Site Location**

RCRA Phase	Required Activities	Optional Activities
<b>Interim Actions (if applicable)</b>	<ul style="list-style-type: none"> <li>• Update information repository</li> <li>• Public comment on interim measures strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain contact person</li> <li>• Prepare and distribute fact sheets</li> <li>• Participate in or hold community meeting(s)</li> </ul>
<b>Corrective Measures Study (CMS)</b>	<ul style="list-style-type: none"> <li>• Update information repository</li> <li>• Invite public comment on scope and conditions of CMS when the order is issued or the Work Plan is approved</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in or hold community meeting(s)</li> <li>• Prepare and distribute fact sheets</li> <li>• Maintain contact person</li> <li>• Set up hotline</li> </ul>
<b>Remedy Selection</b>	<ul style="list-style-type: none"> <li>• Update information repository</li> <li>• Prepare and distribute fact sheets</li> <li>• Issue public notice and hold public hearing (with 30-day notice)</li> <li>• Hold a public comment period (45 days after public notice) for proposed remedy</li> <li>• Respond to public comments</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in or hold community meeting(s)</li> <li>• Maintain hotline</li> </ul>
<b>Corrective Measures Implementation (CMI)</b>	<ul style="list-style-type: none"> <li>• Invite public comment on schedules and conditions of CMI</li> <li>• Update information repository</li> </ul>	<ul style="list-style-type: none"> <li>• Notify mailing list when construction plans and specifications are available for public review</li> <li>• Prepare and distribute fact sheets</li> <li>• Participate in or hold community meeting(s)</li> </ul>
<b>Completion of Remedy</b>	<ul style="list-style-type: none"> <li>• Update information repository</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and distribute fact sheet informing public of remedy completion</li> </ul>

## Project Contacts

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## **ATTACHMENT 1 – BACKGROUND AND COMMUNITY PROFILE**

### **Site Description and History**

The Site consists of three former industrial plants (Plants 2, 3, and 6) built in the early 1900s for automotive manufacturing. See the figure to the right for a depiction of the three different plants. Decommissioning activities began at Plant 6 in 2006 and at Plants 2 and 3 in 2007. In June 2009, General Motors (GM) declared bankruptcy and the Lansing plant properties (and other GM properties) were transferred by the bankruptcy court to the Revitalizing Auto Communities Environmental Response (RACER) Trust on March 31, 2011.

Each plant and its history are briefly described below:

- Plant 2 is located on approximately 63 acres of land in a mixed residential, commercial, and industrial area at 2801 West Saginaw Street. Plant 2 is bordered by Lansing Plant 3 to the north, Lansing Plant 6 to the east, and residential and commercial buildings to the south and west. The buildings associated with Plant 2 were constructed between 1900 and 1910. Early Facility operations involved multiple aspects of automobile manufacturing. Major production operations included gear manufacturing, steel and cast iron machining, heat treating, and assembly. In addition, a foundry was used and operated to melt steel into bar stock for forging operations. Foundry operations ceased in 1978. Rear axles were produced at Plant 2 between 1945 and 1985. In August 1985, rear axle manufacturing stopped, at which point Plant 2 was converted to manufacture the Buick Reatta. Production of the Reatta occurred between 1987 and 1990. After the production of the Reatta, Plant 2 was inactive except for welding operations, car and truck maintenance, and wastewater treatment. Plant 2 most recently produced the Chevrolet SSR. In March 2006, Plant 2 ceased operations.
- Plant 3 is located on approximately 104 acres of land in a mixed residential, commercial, and industrial area at 2800 West Saginaw Street. Plant 3 is bordered by St. Joseph Cemetery to the north; CSX Railroad property, a park, and residential buildings to the east; Lansing Plant 2 to the south; and residential buildings to the west. The buildings associated with Plant 3 were constructed in the 1930s. Similar to Plant 2, early operations at Plant 3 involved various aspects of automobile manufacturing. Production operations at Plant 3 consisted of stamping and electroplating bumpers; general machining of crankshafts and connecting rods; and machining, welding, and stamping of automobile parts. In May 1987, electroplating operations ceased. In November 2006, Plant 3 ceased all other operations.

*The Site encompasses a total of about 240 acres of land in Lansing and Lansing Township.*



**Site Map**

Source Map: Google Earth

- Plant 6 is located on approximately 72 acres of land in a mixed residential, commercial, and industrial area at 401 North Verlinden Street. Plant 6 is bordered by residential buildings and West Saginaw Street to the north, residential buildings to the east, Sexton High School and Michigan Avenue to the south, and Lansing Plant 2 to the west. Prior to 1921, the area comprising Plant 6 was a farm field. In 1921, buildings comprising Plant 6 were constructed by Durant Motor Works and used to manufacture automobiles and automobile parts. GM purchased the building complex in 1935 and began the Fisher Body Division. This became part of the Lansing Car Assembly in 1985, where bodies for the Pontiac Grand Am and Chevrolet Classic were manufactured. Most recently, Plant 6 produced the Oldsmobile Alero and Pontiac Grand Am. The main assembly plant operations consisted of trim and chassis assembly lines and auto body painting. In 2005, Plant 6 ceased operations.

### **Completed Environmental Response Actions**

As described above, decommissioning and demolition activities were completed in 2007 and 2008 for all buildings associated with Plants 2, 3, and 6.

On July 1, 2008, the Michigan Department of Environmental Quality (MDEQ) and GM signed a Voluntary Corrective Action Agreement (Agreement) under the authority of the Resource Conservation and Recovery Act (RCRA) and Part 111, Hazardous Waste Management, of Michigan's Natural Resources and Environmental Protection Act, 1994 Public Act 451. The goal of the RCRA Corrective Action program at the Site is to proactively identify potential areas where hazardous constituents may have been released to the environment from past Site operations and to properly remediate those areas.

In August 2008, ARCADIS prepared a Current Conditions Report (CCR) describing the historical operations and waste management practices and the current conditions at the Site. Based on this information, the CCR identified several Areas of Interest (AOIs) that require further action. Specifically, five AOIs were identified at Plant 2; five AOIs were identified at Plant 3; and 18 AOIs were identified at Plant 6. Based on demolition inspection notes, sampling matrix submittals, and meetings with MDEQ, the number of AOIs to be included in the RCRA Facility Investigation was increased to twenty AOIs at Plant 2; thirteen at Plant 3; and twenty-three at Plant 6. Detailed information about these AOIs is presented in the RFI Work Plan (ARCADIS 2011). In general, the AOIs consist of former Solid Waste Management Units, underground and aboveground material storage tank areas, and operational areas within each plant where waste material was either stored or likely to collect during operations, such as sumps and pit areas.

Soil and groundwater data have been collected from the Site since 1988, but because these data are limited, a new round of investigation activities was outlined in the RFI Work Plan for the Site (ARCADIS 2011). Additional information collected during the RFI will fill data gaps and help characterize the nature and extent of chemicals of concern at the Site.

The investigation will be completed in two phases. During Phase I, which began in July 2011, soil borings and monitoring wells have been installed to collect soil and groundwater samples for laboratory analysis. The activities completed during Phase II will be based on the results obtained during Phase I. Collectively, the Phase I and Phase II data will be used to inform decision-making regarding corrective actions at the Site.

Pursuant to the Settlement Agreement that created RACER Trust, the Trust is responsible for remediating and revitalizing the Site. The scope of the RFI and any proposed remediation are reviewed and approved by the MDEQ and conducted according to standards that are protective of human health and the environment.

## **Community Profile**

Lansing is located in Ingham County (with a small portion located in Eaton County) in south-central Michigan along the banks of the scenic Grand River. The area was settled in the 1830s and was named the capital city of Michigan in 1848. The city was officially incorporated in 1859, had already grown to 3,000 residents, and had begun to develop infrastructure and educational institutions. Lansing continued to grow as an industrial center and emerged as a major hub for the manufacture of automobiles.

Today, Lansing has a population of approximately 115,000 (U.S. Census 2010), making it the fifth largest city in Michigan. Currently, Lansing has a diverse economy with government service, healthcare, manufacturing, and education (City of Lansing 2011). The Site, which encompasses approximately 240 acres of land in Lansing and Lansing Township, is located in a mixed residential, commercial, and industrial area. It lies between Interstate 69 and Interstate 96, just south of the Capital City Airport.

With the demolition of Plants 2, 3, and 6 and the completion of the RCRA Corrective Action process, the Site can return to beneficial use as environmental actions are conducted to make way for redevelopment.

## **Potential Community Concerns**

The following concerns are those typically communicated by the public for sites undergoing environmental actions and slated for redevelopment. Note that community interviews have not yet been conducted nor has detailed information been gathered from the local community in Lansing to draw these conclusions about community concerns for the Site.

- **Redevelopment** – As commonly found with sites that involve removal of buildings, a primary community concern may focus on redevelopment of the site. To address this potential concern at the Lansing Site, RACER Trust will use the public involvement activities outlined in the Public Involvement Plan (PIP) to inform the community and gather more input as investigation and corrective action work moves forward and redevelopment is considered.
- **Aesthetics** – Another common community concern is the overall look and appearance of a site while it is undergoing environmental actions and then after work is finished. For the Lansing Site, only the concrete slabs of the buildings and some debris piles remain, and the aesthetics of the inactive plant properties may be a concern to the surrounding community as investigation activities progress. To address this potential issue, work is underway to keep redevelopment as a primary goal to improve overall Site aesthetics. For example, RACER Trust is using landscaping crews to limit overgrowth of brush and weeds.
- **Project Schedules** – The timing of project activities at active sites is typically a concern to surrounding neighborhoods. To address this potential concern, RACER Trust will make every effort to ensure that work is



appropriately scheduled to minimize or even eliminate disruption of normal community activities. RACER will also regularly inform the public of project schedules through community updates such as fact sheets.

- **Health & Safety** – Worker and community health and safety are often key concerns at sites undergoing environmental actions. To demonstrate their commitment to the health and safety of Site workers and neighbors RACER Trust will implement the necessary project controls (such as fencing, signs, security, dust suppression, traffic control, etc.) during all on-site project activities.
- **Quality of Life Impacts** – Other community concerns that are often encountered at active sites are quality of life impacts that result from work at the site (such as increased traffic, noise from operating equipment, etc.). To address this potential issue during work at the Lansing Site, RACER Trust will take steps to minimize noise and disruptions to traffic flow and review other quality of life concerns that may arise.
- **Time and Access to the Process** – Additional issues that typically arise at RCRA sites are the amount of time that an investigation and cleanup program takes, and the level of accessibility that the public is afforded to be involved in the process. RCRA Corrective Actions are complex and it can take substantial time to bring a site to closure and redevelopment. A primary goal of the process at the Lansing Site is to meet all the necessary standards so the Site is ready for reuse. This PIP encourages participation by all interested community members to help achieve this goal. RACER Trust will be engaging the community as Site activities move forward by providing a project contact for the community for any questions and comments, holding public comment periods, hosting community meetings, and preparing fact sheets, among other items.

## **References**

ARCADIS. 2008. *Current Conditions Report (CCR), Lansing Plants 2, 3, and 6, Lansing, Michigan*. August 2008.

ARCADIS. 2011. *Resource Conservation and Recovery Act Facility Investigation (RFI) Work Plan, Lansing Plants 2, 3, and 6 Lansing, Michigan*. August. 2011.

City of Lansing. 2011. Lansing: Where Michigan Works. Accessed September 14, 2011 from <http://www.lansingmi.gov/index.jsp>.

U.S. Census Bureau. 2011. U.S. Census Bureau Delivers Michigan's 2010 Census Population Totals, Including First Look at Race and Hispanic Origin Data for Legislative Redistricting. Accessed September 14, 2011 from [http://www.census.gov/newsroom/releases/archives/2010\\_census/cb11-cn106.html](http://www.census.gov/newsroom/releases/archives/2010_census/cb11-cn106.html).

## **ATTACHMENT 2 - PUBLIC INVOLVEMENT ACTIVITIES**

### **Goals and Objectives**

The overall goal of the Public Involvement Plan (PIP) for the Site is to facilitate communication and interaction among interested members of the local community, the Michigan Department of Environmental Quality (MDEQ), the Revitalizing Auto Communities Environmental Response (RACER) Trust, and others during Site investigation and corrective action activities. To accomplish this goal, several objectives will be pursued through implementation of the PIP:

- Disseminate information regarding the status of the environmental investigation activities and corrective actions conducted by or on behalf of RACER Trust at the Site.
- Designate convenient and centralized points of contact for citizens and other interested parties to communicate with project contacts.
- Provide opportunities for public input, public comment, and other interaction among interested parties.
- Maintain the information repository, allowing for convenient public access to Site-related information, reports, and other records.

#### *Public involvement activities include:*

- *Mailing list*
- *Information repository*
- *Project contact*
- *Fact sheets*
- *Public notice*
- *Public comment period*
- *Public hearings*
- *Community meetings*
- *Additional and optional activities (as appropriate)*

It is anticipated that property and businesses owners in the vicinity of the Site will gain the most benefit from the activities outlined in this PIP. However, the public involvement efforts conducted under this plan are also designed to include a larger group of individuals and organizations that may have interest in the Site.

### **Public Involvement Activities**

To meet the goals and objectives of this plan, as well as to comply with guidance set forth under RCRA, several public outreach and participation activities are required. Brief descriptions of the required and recommended public involvement activities are provided below.

#### **Mailing List**

To facilitate communication, public involvement, and dissemination of information, RACER Trust will maintain a mailing list for use in distributing fact sheets, notices, and other Site information, as appropriate. RACER Trust will also contribute to this mailing list as requests for inclusion are received from interested parties. The mailing list will include, to the extent possible, owners of property adjacent to the Site; local, county, state, and federal officials; individuals who attend community meetings; people who make inquiries regarding this Site to RACER Trust or the MDEQ; interested community organizations; and local school districts, libraries, and media outlets.

Interested individuals or organizations may be added or removed from the mailing list by providing their contact information on sign-in sheets at community meetings or by contacting the project managers listed below. To protect the privacy of individuals, personal information provided to RACER Trust and the MDEQ will not be shared with third parties or used for any other purpose.

Establishing a mailing list is required during the Resource Conservation and Recovery Act (RCRA) Facility Investigation (RFI) phase, and it is recommended that individuals on the mailing list are notified when construction plans and specifications are available for public review during the Corrective Measures Implementation (CMI) phase.

#### **Information Repository**

An information repository has been set up at the Capital Area District Library – Downtown Lansing Library to provide a convenient, centralized, and readily accessible location for public access to important Site technical reports, fact sheets, decision documents, and other information. A variety of documents is currently stored at this information repository, and copies of future reports, fact sheets, and other information will be added to the repository as they are generated. Parties interested in reviewing documents during the hours listed below may contact the library directly.

#### **Capital Area District Library – Downtown Lansing Library**

401 South Capitol Avenue  
Lansing, Michigan 48933  
Phone: 517.367.6363

#### **Hours of Operation:**

Monday through Thursday – 9 a.m. to 9 p.m.  
Friday and Saturday – 9 a.m. to 6 p.m.  
Sunday – 1 p.m. to 6 p.m.

Addressing this public involvement activity is required in each RCRA phase.

#### **Project Contacts**

Mr. Peter Quackenbush is the MDEQ Project Manager for this Site and is responsible for project oversight and ensuring project activities comply with applicable RCRA regulations. Mr. Quackenbush can be reached at:

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This public involvement activity is required during the RFI phase, and recommended to be maintained during other RCRA phases such as Interim Actions and the Corrective Measures Study (CMS).

#### **Fact Sheets**

To keep the public and other interested parties aware of important activities at the Site or the availability of technical reports or decision documents, fact sheets will be developed and distributed to the mailing list. Fact sheets for Lansing Plants 2, 3, and 6 will summarize essential technical information for a wide audience, be written using clear and non-technical language, distributed as needed by mail or hand delivery, and placed in the information repository. Typically, fact sheets will include announcements about upcoming events (e.g., community meetings, public comment periods), summaries of current work activities or project status, schedules for upcoming work, and contact information if more details are desired. Historically, GM prepared and distributed fact sheets for this Site.

Fact sheets are required during the Remedy Selection phase of RCRA, but recommended for other phases such as RFI, Interim Actions, CMS, CMI, and Completion of Remedy.

#### **Public Notice**

To take advantage of opportunities for involvement, the public must first be made aware of important Site-related developments and events related to the RCRA process. Public notices are required for milestones throughout the RCRA process. Thus formal notices of developments or events will be published in the Lansing State Journal newspaper, and fact sheets and/or letters may be distributed as an alternative or additional method of public notice.

To the extent possible, and in coordination with the MDEQ, public notice will be given approximately 30 days prior to a significant event such as a community meeting. Appropriate notice may also be given when key technical reports or decision documents are available for public review and comment. To facilitate the notification process, a mailing list will be compiled and maintained based on people who attend meetings, own property adjacent to the Site, and/or make inquiries to RACER Trust or the MDEQ.

In addition, the Lansing State Journal newspaper will be the primary means of publishing public notices:

**Lansing State Journal**  
120 E. Lenawee  
Lansing, Michigan 48919  
Phone: 1.800.234.1719

Issuing a public notice is required during the RFI phase to notify the public about any discoveries of contamination, as well as during the Remedy Selection phase to inform the community about the selected cleanup approach.

#### **Public Comment Period**

Interested parties will also have an opportunity to submit written or verbal comments to the MDEQ and RACER Trust about certain Site-related technical reports and decision documents. To this end and based on RCRA regulations and guidance, public comment periods will be planned to provide the public with the opportunity to submit comments regarding certain documents before they are finalized. Within the RCRA program, not all documents are subject to a public comment period, but all final and approved documents will be publicly available at the information repository listed above.

Comment periods are usually 30 days, and the public is given notice of the opportunity for comment through newspaper notices, fact sheet announcements, or other appropriate means. A notice of all public comment periods for the Site will be published in the Lansing State Journal newspaper. Notices will include contact information for the public to directly contact the MDEQ or RACER Trust with their comments. When applicable, verbal or written comments will be accepted at community meetings scheduled during the comment period for that purpose.

When a public comment period has ended, the submitted comments will be reviewed and evaluated by the MDEQ and RACER Trust and will be considered as the associated report is finalized for approval by the MDEQ. A written summary of comments and responses will be provided as well, although identical or similar comments may be merged or categorized to facilitate efficient yet thorough evaluation and response.

A public comment period is required for the Interim Action, CMS, Remedy Selection, and CMI phases of the RCRA Corrective Action program.



## Public Hearings

Public hearings provide the public with an opportunity to give verbal or written comments regarding proposed agency actions before they are finalized. Public hearings are typically scheduled and hosted by the lead regulatory agency - in this case, the MDEQ.

At the outset of the hearing, facilitators will review simple guidelines for conduct and procedure so that the public comment process is respectful and fair to all in attendance and remains focused on accomplishing the objectives of the public hearing. All comments provided at public hearings become part of the public record. A written summary of comments and responses will be provided, although identical or similar comments may be merged or categorized to facilitate efficient yet thorough evaluation and response.

A public hearing is required to be held during the Remedy Selection phase.

## Community Meetings

Community meetings are an effective way to promote open communication between project managers and interested parties. These meetings provide a forum for the public to become aware of project developments; give the public direct access to project managers and technical experts involved in the project; and are an ideal place to gather feedback from the community, local leaders, and other interested parties.

Community meetings are organized on an as-needed basis to discuss activities planned or proposed for the Site. Community meetings are typically scheduled for weeknight evenings to increase the potential for all interested parties to attend. The meetings will be designed to be informal and interactive so that attendees can hear project reports and discuss issues and concerns during an open house forum or question-and-answer discussion. As the sample agenda indicates, most of the meeting time will be devoted to discussion of project status and concerns, which will help interested parties stay informed and involved in project activities and track progress toward the achievement of overall project goals.

To the extent possible, public notice of community meetings will be given approximately 30 days before each event by placing notices in the Lansing State Journal newspaper and/or by mailing or otherwise distributing a fact sheet or letter announcing the meeting. To facilitate the notification process, an attendance sign-in log will be made available during the public meetings to gather names and contact information for those who wish to be added to the project mailing list for use in future notifications.

Community meetings are recommended for the RFI, Interim Action, CMS, Remedy Selection, and CMI phases.

### **Sample Agenda for Community Meeting RACER Trust Lansing, Michigan**

#### **6:30 pm Welcome**

- Announcements and invitation to participate
- Review of agenda and meeting guidelines

#### **6:40 pm Project Update and Presentations**

- Project overview and current status

#### **7:10 pm Open House and/or Public Comment**

- Open house displays and discussion
- Public comment (if warranted by meeting purpose)

#### **7:50 pm Next Steps**

- Summary of next steps/upcoming events

#### **8:00 pm Adjourn**

### **Additional and Optional Activities**

In addition to the public involvement activities listed above, the following activities are provided as options to inform and involve the public and other parties who may be interested in the environmental investigation and corrective action at the Site:

- **Project Summaries:** In an effort to keep the public informed of project activities and results, RACER Trust may choose to prepare and distribute certain project summaries after reaching key milestones in the RCRA Corrective Action Program. For example, an RFI summary could be prepared when investigation activities are complete and the RFI Report is done and would include findings and key conclusions of the RFI Report. Other project summaries could also be prepared for additional key technical documents to help the public understand the content and meaning of the reports.
- **Website:** In an effort to keep local business owners, community members, and elected officials informed with up-to-date project information and schedules, project information will be made available on the RACER Trust website ([www.RACERTrust.org](http://www.RACERTrust.org)). The website may include background information about the Site, project summaries, copies of pertinent project documents, schedules of upcoming work at the Site, and contact information for interested parties to get additional information about the Site.
- **Telephone Hotline:** If the need arises, a toll-free hotline or local telephone line may be set up by the MDEQ or RACER Trust to provide the public a place to voice their concerns and get project information promptly. The hotline may be set up with an operator to answer calls immediately or a message system that will record the call so that project staff can respond in a timely manner.

### **Project Schedule and Plan Updates**

Because the activities described in this PIP will be carried out for a number of future activities at the Site, no accurate project-specific timeline can be presented here. Project work and public involvement activities will be guided by individual work plans, quarterly progress reports, and other triggers or milestones, as established in consultation with the MDEQ. Fact sheets may also be used to announce project schedules, and the progression of technical documents (that may include specific schedule information) will be available at the project information repository at the Capital Area District Library – Downtown Lansing Library.

This PIP outlines several specific efforts that RACER Trust will implement in coordination with the MDEQ to encourage public involvement and awareness of environmental response actions at the Lansing Site. While every effort will be made to fully implement this PIP, RACER Trust will periodically review the effectiveness of the planned public participation efforts and modify the approach or update this plan if necessary to adapt to changing needs, issues, or project developments.

## **ATTACHMENT 3 – GLOSSARY OF TERMS**

### **Glossary of Terms**

**Community Meetings** – Sessions held with the interested members of the public to promote open, two-way communication and provide a forum for the public to become aware of project developments, give the public direct access to project managers and technical experts involved in the project, and gather feedback from the community, local leaders, and other interested parties.

**Completion of Remedy** – The final step of the RCRA Corrective Action Program in which the selected remedy (Corrective Measures) has been implemented at a site to clean up releases of hazardous waste or constituents to the environment.

**Corrective Measures Implementation (CMI)** – The actual construction or implementation phase of a hazardous waste site cleanup that follows the remedy design. The CMI is performed at a site by a construction contractor experienced with implementing environmental cleanup projects.

**Corrective Measures Study** – A process under RCRA for developing, evaluating, and selecting appropriate cleanup approaches (also called Corrective Measures) for limiting or eliminating the potential human and environmental hazards of a site. Based on information gathered during the RFI, the CMS sets out the goals of the Corrective Measures to be implemented, evaluates the more appropriate alternatives, and selects the best Corrective Measures based on several criteria.

**Fact Sheet** – A synopsis of all or a portion of the project to disseminate information to the stakeholders. Uses may include discussion of an element of the cleanup program, opportunities for public involvement, availability of a report or other information, or announcement of a public meeting.

**Information Repository** – Typically a public location (such as a library or website), near a particular site, at which documents related to remedial and citizen participation activities at the site are available for public review. The information repository provides access to documents at times and at a location that is convenient to the public.

**Interim Actions** – Corrective actions taken while the RFI is underway or before a final remedy is selected. Interim actions are used to control or abate ongoing risks to human health and the environment in advance of the final remedy selection.

**Mailing List** – Names, addresses, emails, and/or telephone numbers of individuals, groups, organizations, agencies, and media interested in and/or affected by a particular site. Interest in the site, stage of remediation, and other factors guide how comprehensive the list becomes. The contact list is used to inform and involve the interested/affected public.

**Notification of Discoveries of Contamination** – A formal announcement that presents the results of investigation activities at a site.

**Project Contact** – A designated staff member who is responsible for responding to questions and inquiries from the public and the media.

**Public** – The universe of individuals, groups, and organizations: (a) affected (or potentially affected) by an inactive hazardous site and/or its remedial program, (b) interested in the Site and/or its remediation, and/or (c) having information about the Site and its history.

**Public Comment Period** – A designated time period in which the public and other interested parties can formally review and comment on the agency's or facility's proposed course of action or decision. During this time, the public and other interested parties can typically submit written or verbal comments about site-related decisions and documents.

**Public Hearings** - Hearings that provide an opportunity for the public to provide formal comments and oral testimony on proposed agency actions. All testimony received at a public hearing becomes part of the public record. In contrast to a public hearing, a public meeting is intended to provide a two-way discussion and is not always recorded for the public record.

**Public Notice** – An official announcement of proposed agency decisions or site activities. Notices often provide the public with the opportunity to comment on a proposed action.

**Public Participation** – A process to inform and involve the interested/affected public in the decision-making process during identification, assessment, and remediation of sites. This process helps to assure that the best decisions are made from technical, environmental, human health, and economic perspectives.

**Public Involvement Plan (PIP)** – A community-specific plan for interacting with a community regarding the permitting or corrective action activities taking place at a RCRA facility. The plan recommends specific activities for involving the community in the RCRA process. A PIP may be updated or altered as public interest or the technical aspects of the program change.

**RCRA Facility Investigation (RFI)** – Characterization to ascertain the nature and extent of contamination at a site and gather information necessary to support selection and implementation of appropriate remedies. An RFI identifies the presence, movement, fate, and risks associated with environmental contamination at a site and will explain the chemical and physical properties of the site likely to influence contamination migration and cleanup.

**Remedy Selection** – Selection of a Corrective Measure by a regulatory agency to be implemented at a site. After remedy selection, a summary of the proposed remedy is typically prepared and distributed to the public.

**Resource Conservation and Recovery Act (RCRA)** – Federal law enacted by the U.S. Congress in 1976. RCRA's primary goals are to protect human health and the environment from the potential hazards of waste disposal, to conserve energy and natural resources, to reduce the amount of waste generated, and to ensure that wastes are managed in an environmentally sound manner. The RCRA Corrective Action Program works with responsible facilities to investigate and clean up hazardous releases.

Telephone Hotline - A toll-free (or local) telephone number people can call to ask questions and obtain information promptly about RCRA activities.

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