



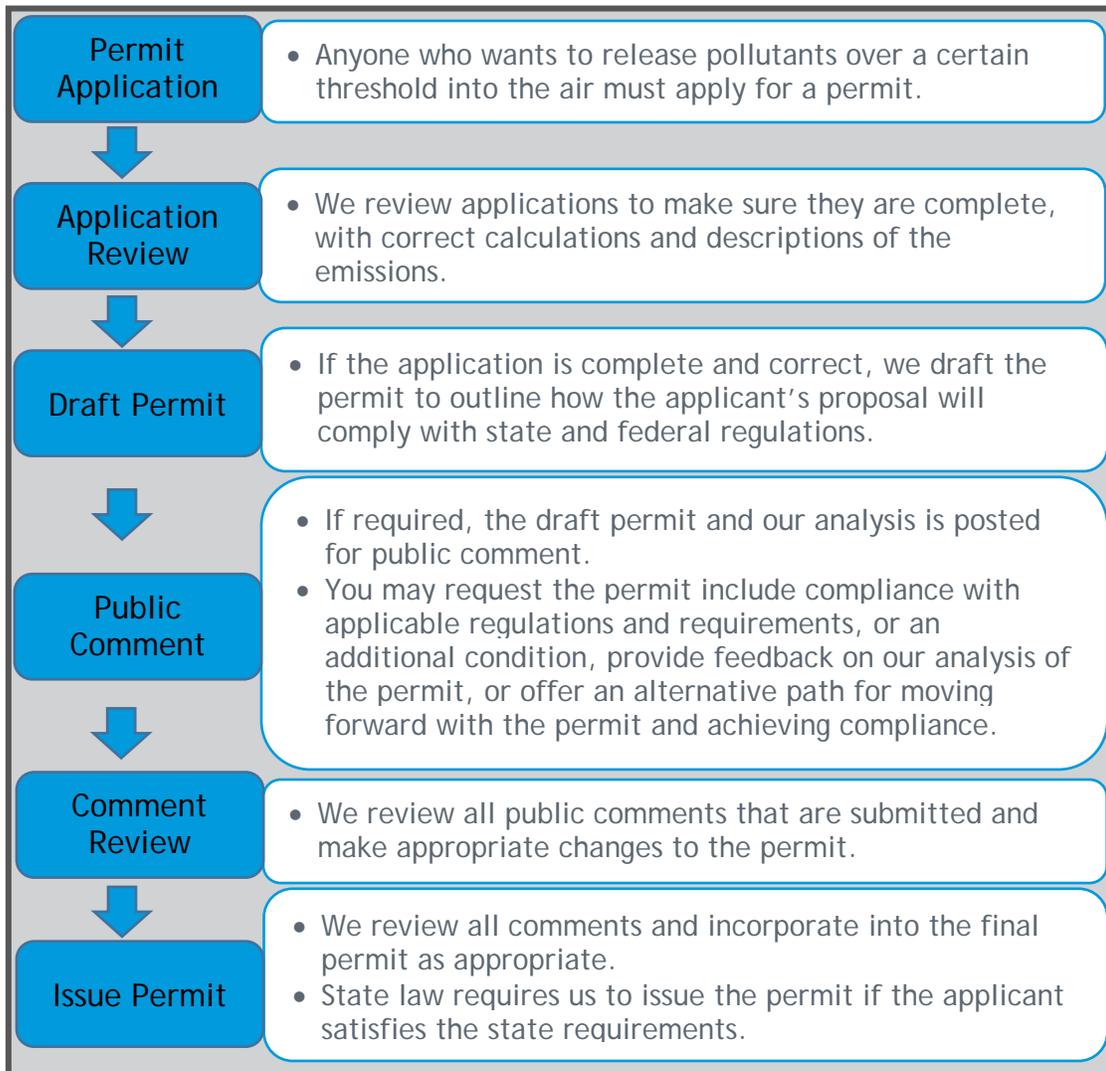
Public Participation

Getting involved in the Permitting Process

Anyone can participate in the permitting process by giving written comments to the Colorado Air Pollution Control Division.

Steps of the Permitting Process:

This flow chart shows how we process the types of permits outlined on our [air permit public notices](#) page and where you can get involved (green box):



Things to keep in mind

We can only include requirements that are in regulations applicable to the source or that the applicant voluntarily accepts and we cannot grant exceptions to state or federal regulations. This means that if the company or person applying for the permit meets the requirements under the regulations, a permit will be issued. However, the permit may be written differently based on input from public comment.

Tips for making effective public comment:

1. **Read before you react.** Most questions are answered by reading the permit and analysis, so start there before you take the time to prepare your public comments.

Submit your comments within 30 days. Contact us early if you have questions about submitting a comment. If you have any questions about the permit or anything in the permit please contact us.

2. **Begin your comment with what you want.** Are you trying to change permit requirements; catch and correct errors or data gaps; or something else? Thinking through this will help you make a clear and concise comment that will help us understand your position.
3. **Make sure we can act on your comment.** While we accept all comments, we can only make changes that are in line with applicable requirements.
4. **Be specific and stick to the facts.** Identify the specific section in the permit you think is in error or the specific sections that should be changed. What circumstances or information are missing from the analysis? Include additional information that we may not know about to help us understand your comment.
5. **Offer creative solutions.** If something in the permit can be better addressed in a different way, let us know. Alternative ideas and improvements are always welcome.
6. **Keep it clear and concise.** While there is no minimum or maximum length, try to only include what must be said to accomplish your purpose. Focus on the information that we can act on. Avoid repeating your points.
7. **Be careful using letters or mass email** which can get caught in a spam filter. Before you use any pre-drafted comment letter, review it to see if it follows these tips for effective communication. If it doesn't, write your own. The comment process is not a vote - a single, well-supported comment may carry more weight than a thousand comments that say the same thing without supporting evidence.

Helpful vs. Unhelpful Comments

Example of a Helpful Comment: "Condition 10 talks about monitoring startups, shutdowns and malfunctions but does not say how these need to be tracked. The permit should include specific monitoring requirements. Additionally, Condition 15 says that the operators must notify the division promptly of any malfunctions but there is no definition of what prompt means. The permit should specify a number of days rather than use the word "prompt"."

This comment is easy to understand and act on and the suggested changes align with our state regulations so we are able to make them.

Example of an Unhelpful Comment: "Emissions from industrial operations are bad for the environment and public health, and you should not be allowing them to pollute like this. This permit should not be approved."

This comment is welcome, but it does not provide information we can act on.

Even though we are limited in the changes we can make to the permit, we do read and consider every comment we receive. We appreciate you taking the time to get involved in the permitting process.

Additional Resources:

- [EPA "Making Your Voice Heard"](#)
- ["Tips for submitting effective comments"](#)

See list of [current permit public notices](#).