

How does it work?

Since your public hearing comments become part of the public record, your role in determining permit conditions or in granting or denying a permit is an important one. DEQ wants to hear what you have to say.

The Department of Environmental Quality's permitting process is an open one. Much of the information you would like to see can be found on our website or by contacting our public records center. The public records center is located at 602 North 5th Street in Baton Rouge. The phone number is 225-219-3172.

Written comments concerning a specific permit can be sent to:

Supervisor
DEQ Public Participation Group
P.O. Box 4313
Baton Rouge, La., 70821

These comments, along with those made at the public hearing, will become part of the official public record and will be considered during the permit decision-making process.

You can also write the Supervisor of DEQ's Public Participation Group to request a notification of the final permit decision.

The final decision will be mailed to those who made comments, those who requested to be notified of the decision, and the applicant.

You can also get on the DEQ permit public notice mailing list so you will know about any public notices in the state. You can do this by mailing a request to the Supervisor of DEQ's Public Participation Group, emailing maillistrequest@deq.louisiana.gov, or calling 225-219-3276.

To receive public notices by email, you can subscribe to DEQ's public notice list service at www.state.la.us/ldbc/listservpage/ldeq_pn_listserv.htm.

Contact Information

Permits	225-219-3181
Public Participation	225-219-3276
DEQ Hotline	225-342-1234
Public Records	225-219-3172

Web Addresses

DEQ WEB SITE:

www.deq.louisiana.gov

PUBLIC NOTICE LIST SERVE:

[www.state.la.us/ldbc/listservpage/
ldeq_pn_listserv.htm](http://www.state.la.us/ldbc/listservpage/ldeq_pn_listserv.htm)

PERMIT PUBLIC NOTICES:

www.deq.louisiana.gov/news/pubnotice/

Terms for Correspondance

AI NUMBER: Agency Interest Number. This is a number that helps DEQ track a facility. Having this number will make it easy for you to find information on a particular permit.

PUBLIC PARTICIPATION GROUP: This is a section within DEQ that organizes public hearings and public meetings.

ACTIVITY NUMBER: A tracking number assigned to a specific permit action for a company/facility. Use of the activity number helps link all the documents and information involved in that action. A sample activity number is PER20030001.

PERMIT NUMBER: A facility specific, media specific identifier that indicates a permit has been applied for or issued.

Your INPUT is IMPORTANT.



What you say at a public hearing can be used in determining permit conditions, or even whether a permit is issued or denied.

PUBLIC HEARING

A public hearing is a meeting where people make comments and state opinions concerning a permit that is under consideration. Although the public hearing is not a question-and-answer format, it gives you and other interested parties an opportunity to provide comments concerning the permit.

All comments, both for and against, will be added to the public record and will be taken under consideration before issuing or denying the permit. DEQ will also respond to the comments in writing when the decision on the permit is finalized.

There are rules concerning how long and in what order people will get to speak. Basically, the speaking order and time limit are as follows:

- The Department must provide up to 30 minutes to the permit applicant for an introductory presentation.
- Citizens who live within a two-mile radius of the location of the facility will speak first.
- Citizens who work within a two-mile radius of the location of the facility will go second.
- Citizens who live within the parish of the location of the facility will be third.
- Thereafter, each hour of the hearing shall alternate between those who are in support of the permit action and those who are opposed to the permit action.
- A public official may be allowed to speak at any time.

Registration forms will be available at the registration desks at the hearing location. You will be asked to fill out a speaker registration form to help us make sure you are allowed to speak at the appropriate time and to make sure we have your correct mailing address and contact information.

What's the difference?

HEARING	MEETING
A public hearing is where comments from the public go into the public record.	A public meeting is more of a discussion between interested parties and comments do not go into the public record.
Some public hearings are required by regulations, while others are granted on a case-by-case basis.	A public meeting is not required.
A public hearing is not a question-and-answer format.	A public meeting is a question-and-answer format.
A public hearing is governed by rules concerning who speaks when and for how long. A public hearing is overseen by a hearing official.	A public meeting is an open discussion with a DEQ moderator to make sure comments stay focused on the proposed permit and that everyone has a chance to ask his or her question.

PUBLIC MEETING

A public meeting gives you the opportunity to ask questions and discuss issues concerning the permit under consideration with informed DEQ employees and others.

Public meetings are informal and there are no rules regarding when someone speaks or for how long. DEQ does provide an official moderator to help keep the meeting focused on the permit issue at hand and to make sure each person has a chance to ask his/her question.

These meetings are set up so you can ask questions to DEQ or representatives from the facility seeking the permit. The goal of the meeting is to clear up any questions you may have and to help you become better informed. Although your comments will not be part of the public record, the format will allow you to provide information and discuss issues with DEQ and, in most cases, company officials.

Everyone should leave a public meeting with a better understanding of the permitting process and about the issues and concerns of those for and against the proposed permit.

