

# Livestock Production Facility Siting Request Application and Information Checklist

Generally Accepted Agricultural and Management Practices for Site Selection and Odor Control  
for New and Expanding Livestock Production Facilities

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Michigan Department of Agriculture  
Right to Farm Program  
PO Box 30017  
Lansing, Michigan 48909  
(877) 632-1783

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The following information is to be provided by the producer when submitting a Livestock Production Facility Siting Request to the Michigan Department of Agriculture for review and verification (*refer to the Generally Accepted Agricultural and Management Practices for Site Selection and Odor Control for New and Expanding Livestock Production Facilities document for all requirements*):

## **I. GENERAL INFORMATION**

Producer / Responsible Party Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Manager Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Location of proposed project: (Address, City/Village, County/Township/Section, Cross Roads)  
\_\_\_\_\_  
\_\_\_\_\_

I certify that, to the best of my knowledge, the information provided with this Livestock Production Facility Siting Request Application and Information Checklist is accurate and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**\*\*Remove this sheet and use as the Siting Verification Cover Sheet\***

## II: Verification Checklist - Provide Information on separate paper or map, where applicable.

### Project Overview

Letter from responsible party requesting siting review with an overview of the proposed project

Brief description of proposed project:

Livestock type(s)

New or expanding livestock production facility

Type, size, and general construction of facility

Type, size, and general construction of manure storage system(s)

Timetable for project (planning, start, completion, operation)

Apparent environmental or social concerns for the proposed project

Request for any property line setback modification and justification

Any variance letter(s) from non-farm residence(s) or adjacent property owner(s)

See Appendix C: Facility Site Selection and Setback Variance Agreement

Information to be provided in siting request application for determining the site category:

Type and total number of animals to occupy the entire facility

Existing number of animals occupying facility, if applicable

Number of animals to occupy the proposed facility

Total animal unit equivalents (via Table 1, Page 5 of the Siting GAAMPs)

Location of non-farm residences (See Tables 2-5, Pages 6-9 of the Siting GAAMPs)

For 50 - 749 animal units

Number of non-farm residences within 1/4 mile of proposed facility

Address of each non-farm residence within 1/4 mile of proposed facility

Notification of each non-farm resident within 1/4 mile of proposed facility

See Appendix A: Certification of Notification of Non-Farm Residences

For 750 or more animal units

Number of non-farm residences within 1/2 mile of proposed facility

Address of each non-farm residence within 1/2 mile of proposed facility

Notification of each non-farm resident within 1/2 mile of proposed facility

See Appendix A: Certification of Notification of Non-Farm Residences

Location of any wetlands on or adjacent to proposed project site (via MDEQ-GLMD, NRCS, CD)\*

Location of areas subject to inundation during 25 year flood (via MDEQ-GLMD, NRCS, CD)\*

Distance to surface water (i.e. streams, lakes, ponds, county drains, active drainage ditches)

Location of community surface water intakes (via Local Health Dept., MDEQ-WB)\*

Storm water retention or detention requirements (via Township, County)

Location of drinking water wells on or adjacent to proposed project site (via Local Health Dept., MDEQ-WB)\*

Distance to community/municipal water wells (via Township County, Local Health Dept., MDEQ-WB)\*

Location of well head protection areas (via Local Health Dept., MDEQ-WB)\*

10 year groundwater time of travel zone (if facility is located in a well head protection area)

Distance to water wells serving commercial businesses or public facilities (via Local Health Dept., MDEQ-WB)\*  
(i.e. restaurant, church, school, campground, dairy, migrant labor housing) <http://www.deq.state.mi.us/well-logs/>

Distance to water wells serving private homes, including those on the farm <http://www.deq.state.mi.us/well-logs/>

Copy of the Approval Letter from the Local Health Department and well log if a well is within 800 feet of the manure storage structure

If the proposed project site is within 1500 feet of high public use areas

Distance to hospitals, churches, schools, parks, campgrounds, commercial zones

Distance to licensed commercial elder care facilities [http://www.dleg.state.mi.us/brs\\_cdc/sr\\_lfl.asp](http://www.dleg.state.mi.us/brs_cdc/sr_lfl.asp)

Distance to licensed commercial childcare facilities [http://www.dleg.state.mi.us/brs\\_cdc/sr\\_lfl.asp](http://www.dleg.state.mi.us/brs_cdc/sr_lfl.asp)

Local government and high public use area user input

Zoning in area of proposed project (via Township County)

Distance to areas zoned primarily for residential use

Local government input/approval/zoning permit

### **III: SITE PLAN INFORMATION**

A comprehensive site plan is required with the site verification request for all new and expanding livestock production facilities. The site plan needs to include a base map(s) drawn to scale of the property, illustrating at a minimum, the following features:

- ⊖ Property lines, easements, right-of-way, and any deed restrictions
- ⊖ Location, type, and size of existing and public utilities (overhead power lines, cable, pipelines, water, sewer, telephone natural gas, etc)
- ⊖ Position of buildings, wells, septic systems, culverts, drains and waterways, walls, fences, roads and other paved areas, runoff, and drainage patterns
- ⊖ Location of wetlands, streams, legally established public drains, and other bodies of water in close proximity to facility/proposed site
- ⊖ Existing land uses for contiguous land
- ⊖ Names and addresses of adjacent property owners
- ⊖ Location and distance to all non-farm residences within a half mile radius of the facility
- ⊖ Location and distance to the nearest residentially zoned area
- ⊖ A soils map of the area where all livestock production facilities are or will be located
- ⊖ Aerial photos - useful in laying out the proposed site and identifying non-farm residences in the area - available at the USDA Farm Service Agency
- ⊖ Topographic map of site and surrounding area.

### **IV: ODOR MANAGEMENT PLAN TO MINIMIZE ODORS**

- ⊖ Assessment of all potential sources of odor from the facility
- ⊖ Results of Michigan OFFSET Model (via MSUE, MSU Bio Systems Engineering, Consultant, at 95% odor annoyance free requirement
- ⊖ Technology and management practices to be implemented for odor control
  - ⊖ Structural or Technological
  - ⊖ Vegetative/Topographical
  - ⊖ Manure Management Practices
- ⊖ Facility Site Selection and Odor Variance Agreement (if necessary, See Appendix B)

### **V: CONSTRUCTION INFORMATION**

- ⊖ Basis of livestock production facility design (i.e. NRCS; Midwest Plan Service)
- ⊖ Set of construction drawings of the building and manure storage facility
- ⊖ Set of construction specifications of the building and manure storage facility
- ⊖ Results of the Subsurface Investigation of the proposed construction site (NRCS 313)
- ⊖ Stamped Engineered Drawings, Specifications, and Subsurface Investigation Results

\*MDEQ- Michigan Department of Environmental Quality

GLMD - Geological and Land Management Division (local district office, see page 9)

WB - Water Bureau (local district office, see page 9)

NRCS - USDA Natural Resources Conservation Service (local field office)

CD - Conservation District (local office)

MSUE - Michigan State University Extension (local office)

## **VI. MANURE MANGEMENT SYSTEM PLAN**

- ⊖ A Manure Management System Plan (MMSP) needs to be developed for the proposed livestock production facility, describing the system of structural, vegetative and management practices to be implemented at the site for all existing and/or new facilities, and submitted to the Michigan Department of Agriculture. Specific items to include in the MMSP are described in detail in the GAAMPs for Manure Management and Utilization.

The MMSP should focus on two subject areas: (1) management of manure nutrients and (2) the management of manure and odor. A MMSP needs to include the following components:

- ⊖ Production - amount or volume of manure and other agricultural by-products produced and millhouse wastewater
- ⊖ Collection - how manure and other by-products are gathered for management
- ⊖ Storage - type, size, capacity, location, and estimated storage time
- ⊖ Transfer - movement between production, collection, storage, treatment, or land application
- ⊖ Treatment - before, during, or after storage - physical, biological, chemical, solid/liquid separation, composting
- ⊖ Utilization - end use of the manure nutrients analysis, crops to be grown with realistic yield goals, application scheduling, and off site utilization (See Appendix D: Manure Application Agreement)
- ⊖ Recordkeeping - documentation of activities related to manure handling and utilization
- ⊖ Odor Management - practices to be followed to achieve effective odor control

Sound planning, design, construction, operation, and maintenance of a manure management system will help ensure the success of a sustainable livestock operation.

Additional items that may also be incorporated into the MMSP include:

- ⊖ Veterinary waste management plan (dealing with medications, syringes, etc)
- ⊖ Conservation plan (use of buffer strips, cover crops, wind breaks, identifying highly erodible land, etc)
- ⊖ Mortality Management Plan
- ⊖ Provisions for management of non-contact cooling water (if applicable)
- ⊖ Storm water management

Implementation of a Manure Management System Plan needs to incorporate the following components:

- ⊖ Sufficient land for proper handling and utilization of manure and associated organic by-products generated at the farm
- ⊖ Collection and utilization of all polluted runoff and leachate from manure and feed
- ⊖ Planning and installation of structural components to ensure proper function of entire manure management system
- ⊖ Operation and maintenance plan for livestock production facility
- ⊖ Control excessive odor generation through system review and assessment and utilization of appropriate technology and management practices
- ⊖ Emergency action plan (optional, but recommended).

## **VII. CONFORMANCE WITH APPLICABLE GAAMPs**

MDA will review and respond to completed siting requests upon receipt. The review will verify the following: siting request information submitted; conformance with Site Selection and Odor Control GAAMPs; completion of Site Plan and Manure Management System Plan; project timetable; local unit of government input; and recognized industry, university, or agency professional involvement. If deficiencies in the siting request are identified, MDA will communicate those to the responsible party and request clarification and/or additional information to complete the verification request.

MDA will incorporate the activities and involvement of other agencies and local units of government having authority over components affecting the siting of livestock production facilities. MDA will analyze the results of the Minnesota Odor Estimator Model, utilizing the 95% odor annoyance free requirement, as a component of the review and verification process.

Additionally, MDA will verify conformance with all applicable GAAMPs for the livestock production facility. These could include any of the following GAAMPs:

- ⊖ Care of Farm Animals
- ⊖ Manure Management and Utilization
- ⊖ Nutrient Utilization
- ⊖ Pesticide Utilization and Pest Control

#### **VIII. ADDITIONAL INFORMATION**

Provide any additional information that may assist the Michigan Department of Agriculture with the review of the proposed project siting review request. Please contact the Michigan Department of Agriculture with any questions regarding the Site Selection Verification process. We may be reached at 517-373-9797. Current GAAMPs and other information about the Right to Farm Program are available at <http://www.michigan.gov/gaamps> to access.

#### **IX. MDNRE DISTRICT OFFICES**

- ⊖ Saginaw Bay - 401 Ketchum, Bay City, MI 48708, 989-894-6200 (Counties: Ogemaw, Iosco, Clare, Gladwin, Arenac, Isabella, Midland, Bay, Huron, Saginaw, Tuscola, Sanilac)
- ⊖ Grand Rapids – 350 Ottawa, N.W., State Office Building, 6<sup>th</sup> Floor, Grand Rapids, MI 49503, 616-356-0500 (Counties: Oceana, Newaygo, Mecosta, Montcalm, Muskegon, Kent, Ionia, Ottawa, Barry)
- ⊖ Kalamazoo – 7953 Adobe Road, Kalamazoo, MI 49009, 269-567-3500 (Counties: Allegan, Van Buren, Kalamazoo, Calhoun, Berrien, Cass, St. Joseph, Branch)
- ⊖ SE Michigan – 38980 West 7 Mile Road, Livonia, MI 48152, 734-953-8905 (Counties: St. Clair, Oakland, Macomb, Wayne)
- ⊖ Lansing – 525 West Allegan, Lansing, MI 48933 (517) 241-1300 (Counties: Gratiot, Clinton, Shiawassee, Genesee, Lapeer, Eaton, Ingham, Livingston)
- ⊖ Cadillac – 120 West Chapin Street, Cadillac, MI 49601, 231-775-3960 (Counties: Emmet, Cheboygan, Presque Isle, Charlevoix, Antrim, Otsego, Montmorency, Alpena, Leelanau, Benzie, Grand Traverse, Kalkaska, Crawford, Oscoda, Alcona, Manistee, Wexford, Missaukee, Roscommon, Mason, Lake, Osceola)
- ⊖ Upper Peninsula – 420 Fifth Street, Gwinn, MI 49841, 906-346-8300 (Counties: Keweenaw, Houghton, Ontonagon, Gogebic, Baraga, Iron, Marquette, Dickinson, Menominee, Alger, Delta, Schoolcraft, Luce, Chippewa, Mackinac)
- ⊖ Jackson – 301 East Louis B. Glick Highway, State Office Building, 4<sup>th</sup> Floor, Jackson, MI 49201 517-780-7690 (Counties: Jackson, Washtenaw, Hillsdale, Lenawee, Monroe)



## Appendix B

### Facility Site Selection and Odor Variance Agreement

I, \_\_\_\_\_, do not object to \_\_\_\_\_ of \_\_\_\_\_, constructing a \_\_\_\_\_ facility approximately \_\_\_\_\_ feet from my property. I understand that the recommended setback distance is \_\_\_\_\_ feet from my property listed in the Generally Accepted Agricultural and Management Practices for Site Selection and Odor Control for New and Expanding Livestock Production Facilities provided by the Michigan Department of Agriculture (MDA). I also understand that I may experience excessive odors from the \_\_\_\_\_ livestock facility, once constructed and operated, more than 5% of the time. The MDA recommends excessive odor annoyance to be 5% or less.

Signed: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix C

### Facility Site Selection and Setback Variance Agreement

I, \_\_\_\_\_, do not object to \_\_\_\_\_ of \_\_\_\_\_, constructing a \_\_\_\_\_ facility approximately \_\_\_\_\_ feet from my property. I also understand that the recommending setback distance is \_\_\_\_\_ feet from my property as listed in the Generally Accepted Agricultural and Management Practices for Site Selection and Odor Control for new and Expanding Livestock Production Facilities provided by the Michigan Department of Agriculture (MDA).

Signed: \_\_\_\_\_

Name: (please print) \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix D

### MANURE APPLICATION AGREEMENT

I, \_\_\_\_\_, (crop producer) agree to accept manure from the  
\_\_\_\_\_ farm located at  
\_\_\_\_\_ (address) for application to  
my cropland. I agree to manage the manure in accordance with the Generally Accepted  
Agricultural and Management Practices for Manure Management and Utilization (provided)  
developed under the Right to Farm Act (PA 93 of 1981, as amended). I currently own/farm  
\_\_\_\_\_ acres of cropland in a \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, and \_\_\_\_\_ rotation. The duration of this  
agreement will be \_\_\_\_ (number) years from date of signing below.

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_