

**OKLAHOMA DEPARTMENT OF AGRICULTURE,  
FOOD, AND FORESTRY**

**Agricultural Environmental Management Services**

2800 N. Lincoln Blvd.

P.O. Box 528804

Oklahoma City, Oklahoma 73152

405/522-5892

**APPLICATION FOR INDIVIDUAL PERMIT TO OPERATE  
AN AGRICULTURAL COMPOST FACILITY**

**PERMIT EXEMPTION:** The following facilities are exempt from the requirement to obtain a permit.

- Compost facility located on a facility permitted or licensed as a Concentrated Animal Feeding Operation or a Registered Poultry Feeding Operation.
- Compost facility being used to produce compost solely for personal use and not for commercial purposes.
- Compost facility permitted or required to be permitted by the Oklahoma Department of Environmental Quality.

**Instructions:** Complete Parts A & B, attach the supporting information described in Part C, and sign Part D.

**Part A. General Data**

*New Facility*

*Expanding Facility*

*Existing Facility*

**1. APPLICANT**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Corporate Contact \_\_\_\_\_

Facility Contact \_\_\_\_\_

Driving directions to facility from nearest town \_\_\_\_\_

**2. FACILITY**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_

Phone \_\_\_\_\_

Legal \_\_\_\_\_

**3. OPERATOR**

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

**Part B. Facility Information**

1. Type of process:  
 Windrow             Static Pile             In-vessel             Other
2. Sectors Which Generate Source Materials:  
 Poultry operation    Swine operation    Beef/Dairy operation    Agricultural  
 Other:
3. Sectors to Use Compost Products:  
 Residential             Commercial             Industrial             Agricultural
4. Provide a description of topography using a current 7.5 minutes topography map highlighting the location of waters of the state within three (3) miles of the facility, and an outline of the watershed drainage area with arrows indicating general direction of surface water drainage from the facility.
5. Provide a soil map showing soil types at the facility and a 100-year flood plain map.
6. Provide a general location map showing the location(s) of a public or private drinking well, if any.
7. Provide laboratory test reports showing the amount of nitrogen as nitrate (NO<sub>3</sub>-N) and total phosphorus (P) contained in waters of the state at the facility, including, but not limited to, groundwater from all existing wells and surface impoundments located on the site.

**Part C. Supporting Information**

A Composting Plan that shall include but not be limited to:

1. Narrative describing the proposed compost facility.
2. A description of source materials to be composted, and the estimated amount of compost produced per month or per year.
3. Design drawing and specifications for:
  - (a) Receiving, processing, storage, disposal, or reuse areas.
  - (b) Leachate collection systems.
  - (c) Storage, treatment, and disposal of leachate.
  - (d) Storm water drainage.
  - (e) Protection of groundwater from leachate.
  - (f) Any other design drawings and specifications necessary to describe the proposed operations of the facility.
4. Proposed operation parameters (C:N ratio, moisture content, temperature).
5. Site layout and construction.
6. Best Management Practices (BMPs) used at the site for erosion control, water pollution control, odor control, aesthetic enhancement, and provisions for fire prevention and control.
7. A description of the equipment and personnel necessary to operate the plant.
8. A description of the final use for the compost.
9. A notarized sworn statement signed by the owner accepting full responsibility for properly closing the facility upon termination of operation of the facility.



