

CONCENTRATED SWINE FEEDING OPERATION (CSFO) APPLICATION

☐ New Application / New Farm (see #5 to determine fee) ☐ Expansion of Animal Capacity (see #5 to determine difference in current fee and proposed expansion fee) ☐ Transfer of Ownership – CAFO # _____ (\$0)	Official Use Section - Rev Code 529 (Swine) (Make checks payable to “ODAFF”) OR if paying by Credit Card, fees apply
1. Applicant / Owner Information (required) Check One: ☐ Individual Owner(s) OR ☐ Corporation / LLC / Business Ownership Name: _____ First Name or Business Name Last Name Mailing Address: _____ Street City ST Zip Phone#: _____ Email: _____	
2. Farm Operator Information (if different from Owner) Name: _____ First Name Last Name Mailing Address: _____ Street City ST Zip Phone#: _____ Email: _____	
3. Farm Operation Information (required) Name: _____ Farm Name Physical Location: _____ Street Address or Cross-Streets City ST Zip Phone#: _____ Email: _____ Legal Description to the Nearest 10 Acres _____ 1/4 _____ 1/4 _____ 1/4 Section: _____ Township: _____ Range: _____ County: _____ GPS Entrance Location to Farm: _____ Latitude / Longitude (Lat/Long)	
4. Additional Corporate Contact (not required) Name: _____ Point of Contact Mailing Location: _____ Street Address or Cross-Streets City ST Zip Phone#: _____ Email: _____	

5. Capacity and Type of Animals (use to calculate for new or expansion application fee)

"X" all that apply:	Animal Type	# of Animals*	Factor (used in determining units)	Total Animal Units (used in fee amount – see below)
☐	Swine over 55 pounds (lbs)		x 0.4	
☐	Swine under 55 pounds (lbs)		x 0.1	

(NOTE: all swine operations must fill out the LMFO application) TOTAL UNITS =

*For **expansion or change in animal capacity only** – put the proposed “# of Animals” above in the table and list current Total Animal Units here – Current Total Animal Units: _____

Total Animal Units**Fee Chart****License Fee**

- ☐ Less than 250 \$15.00
- ☐ 250 to 500 \$37.50
- ☐ 501 to 1,000 \$75.00
- ☐ 1001 to 3,000 \$75.00 + add'l fee below**
- ☐ 3,001 to 10,000 \$150.00 + add'l fee below**
- ☐ More than 10,000 \$225.00 + add'l fee below**

****Additional Fee for Licensed Managed Feeding Operations (LMFO) more than 1,000 Animal Units:**

TOTAL UNITS (from above) _____ x \$ 0.80 per unit = Additional Fee Total: \$ _____

TOTAL DUETOTAL DUE = License Fee \$ _____ + Additional Fee (if applicable) \$ _____ = \$ **6. Checklist of Additional Documents Required with Application Submission**

(Expansions / Modifications = only submit updated documents notated with * below)

- ☐ A completed State CSFO Application Checklist (attached) with additional documents identified in the checklist. This CAFO checklist has a more detailed description of additional documents that must be submitted.
(Checklist may be found below starting on page 8)
- ☐ Notarized affidavit of lawful presence (form included in this packet)
- ☐ Notarized sworn statement recognizing responsibility to close lagoons (form included in this packet)
- ☐ A Statement of Ownership of the Farm Operation – please mark the applicable answer below and provide necessary documentation:
- ☐ The applicant is a corporation – please provide the name and address of the corporation and the name and address of each officer and registered agent of the corporation. (complete Corporation Data Sheet)
- ☐ The applicant is a partnership or other legal entity – please provide the name and address of each partner and stockholder with an ownership interest of 10% (ten percent) or more. (complete Corporation Data Sheet)
- ☐ Not Applicable, the farm operation is owned by a person(s) not associated with partnership/business
- ☐ Financial statement(s) / documentation (see checklist for more details)
- ☐ *A map showing residences within one (1) mile radius from the property and corresponding mailing list (New Applicants as well as Construction Modifications/Operations if new operations are outside of current area)
- ☐ *Facility design including engineering drawing and specifications (see checklist for more details)
- ☐ *Pollution Prevention Plan, including Swine Waste Management Plan (SWMP) or Nutrient Management Plan (NMP) and Carcass Disposal Plan (CDP), Odor Abatement Plan (OAP), Erosion Control Plan, Spill Contingency Plan, Pest Management Plan (PMP) and Best Management Practices (BMPs) (see checklist for more details)
- ☐ *Lagoon Closure Statement (form included in this packet)
- ☐ Closure Plan (see checklist for more details)

Notarize the following statement:

“I certify under penalty of law this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for knowingly submitting false, inaccurate, or incomplete information, including the possibility of fines for each violation.”

This application to be signed by one of the following:

- (A) Corporation: The Principal Executive Officer, Vice President Minimum
- (B) Partnership: A General Partner, or
- (C) Sole Proprietorship/Ownership: The Proprietor/Owner.

Name & Title (printed): _____

Signature: _____ Date: _____

State of: _____ County of: _____

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____, by

[Print Notary’s Name]

Notary Public Signature

My Commission Expires: _____

Notary Commission No.: _____

(SEAL)

Instructions for Lawful Presence Affidavit:

All natural persons applying for a concentrated animal feeding operation registration from the Oklahoma Department of Agriculture, Food, and Forestry (Department) are required, by the provisions of 56 O.S. Supp. 2007 § 71, to provide the Department with verification of lawful presence in the United States by executing the Affidavit below before a notary public or other officer authorized to notarized affidavits under State law.

AFFIDAVIT VERIFYING LAWFUL PRESENCE IN THE UNITED STATES

Affidavit of

[Print Applicant's Name]

STATE OF _____)
) ss:
COUNTY OF _____)

_____, of lawful age, being first duly sworn, upon Applicant's (Print Name)
oath states, under penalty of perjury, as follows:

I am a United States Citizen, or I am a qualified alien under the federal Immigration and Naturalization Act, and I am lawfully present in the United States.

[Signature of Applicant]

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____, by

[Print Notary's Name]

Notary Public Signature

My Commission Expires: _____

Notary Commission No.: _____

(SEAL)

LAGOON CLOSURE STATEMENT

Affidavit of

I, _____, accept full responsibility financially and operationally for properly closing all waste retention structures at the facility known as _____ in the event it ceases to operate, function, or is ordered to close by action of the Oklahoma Department of Agriculture, Food, and Forestry.

Signature & Title

Date _____

ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____, by _____.

[Print Notary's Name]

Notary Public

My Commission Expires: _____

Notary Commission No.: _____

(SEAL)

OKLAHOMA DEPARTMENT OF AGRICULTURE, FOOD, AND FORESTRY (ODAFF)

AGRICULTURAL ENVIRONMENTAL MANAGEMENT SERVICES

P. O. Box 528804 Oklahoma City, Oklahoma 73152

Phone: (405) 522-5892 Email: AEMS.CAFO@ag.ok.gov

CORPORATION DATA SHEET

Date of Organization: _____ State of Organization: _____

Principal office: _____

Principal Place of Business: _____

Mailing Address: _____

Registered Agent: _____

Registered Address: _____

Officers: _____

Tax Matters Member: _____

Tax Identification Number: _____

Annual Meeting Date: _____

Name

Ownership

Membership Percentage

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Map Guidance

Per Oklahoma Administrative Code (OAC) 35:17-3-6(a)(10) & (11), a map must be submitted that includes:

- ☐ All property owners within one (1) mile or two (2) miles, if over 2,000 swine, of the facility (with corresponding mailing list),
- ☐ Location of waste retention structures and occupied residences one (1) or two (2) miles within the waste retention structures,
- ☐ Residences within 600 feet of land application site(s),
- ☐ Location of all public and private drinking water wells within 400 feet of land application site(s),
- ☐ All roads surrounding the facility.

These instructions are just a resource to assist in the basic map. Other maps are required but will be outlined in the checklist and included in the Pollution Prevention Plan.

Our recommendation to create a basic map to submit with your application is:

1. Click and use the Google Earth link below (click on “Launch Earth” if first time using this resource)
2. Click “Google Earth on web” then Click “Launch Earth”
3. Click on the magnifying glass (Search) on the left side bar
4. In the Search box, type in your GPS Coordinates (Latitude, Longitude) or if the farm has a street address you can type that in. Another option, if you are currently on location of the farm while working with the map, you can click on the “Fly to your location” button (looks like a crosshair target in the lower right-hand corner of the screen) and it will take you to where you are.
5. When the picture pulls up, ensure you are in “2D” mode (bottom right-hand corner “2D” button)
6. Zoom in or zoom out to ensure the entire farm is in the picture (including land apply areas if applicable)
7. Take a screen shot (print screen) or snippet (Windows+Shift+S)
8. Save the copy and draw proposed buildings on the map – ensure drawing is close to scale and direction of buildings is correct (can be done by hand or using a basic draw program such as Paint or even MS Word)

(Please note – you can use any resource to create your map or diagram; you are not required to use the instructions listed above. They are provided as a convenience.)

Facility Application Map Resources

Google Earth

<https://www.google.com/earth/versions/>

Oklahoma Water Resources Board Interactive Maps and GIS Data

<https://www.owrb.ok.gov/maps/index.php>

Oklahoma Department of Environmental Quality Data Viewer

<https://gis.deq.ok.gov/maps/>

United States Geological Survey TopoView

<https://ngmdb.usgs.gov/topoview/viewer/#4/39.98/-100.06>

United States Environmental Protection Agency NEPAassist

<https://nepassisttool.epa.gov/nepassist/nepamap.aspx>

Earth Point

<http://www.earthpoint.us/Townships.aspx>

NRCS Web Soil Survey

<https://websoilsurvey.nrcs.usda.gov/app/>

CSFO/LMFO LICENSE APPLICATION CHECKLIST

Please check the following list to make sure you have included all the required information.

Failure to provide all of the requested information will delay the processing of the application and may result in the application being placed **ON HOLD** with **NO ACTION** or being considered withdrawn and the application file closed.

Enclose this checklist with your application form.

Submission Requirements	Check If Included	ODAFF Use Only
1. Completed Permit Application Form AEMS126 providing facility information including: [OAC 35:17-3-6]* [O.S. § 20-7]**	☐	☐
a. Name and address of the owner of the facility. [OAC 35:17-3-6(a)(1)] [O.S. § 20-7.B.1]	☐	☐
b. Name and address of the swine feeding operation, including driving directions from the nearest municipality and legal description of the facility. [OAC 35:17-3-6(a)(2)] [O.S. § 20-7.B.2)]	☐	☐
c. Name and address of the operator if other than the owner. [OAC 35:17-3-6(a)(3)] [O.S. § 20-7.G.2]	☐	☐
d. Capacity in swine animal units and number and type of swine housed or confined. [OAC 35:17-3-6(a)(4)] [O.S. § 20-7.B.3]	☐	☐
e. The name and address of each member with an ownership interest of ten percent (10%) or more if owner is a firm, partnership, or other legal entity. [OAC 35:17-3-6(a)(5)] [O.S. § 20-7.G.1(1) and (3)]	☐	☐
f. The name and address of the corporation and the name and address of each officer and registered agent if owner is a corporation. [OAC 35:17-3-6(a)(6)] [O.S. § 20-7.G.1(2)]	☐	☐
2. Application fee (check or money order). [O.S. § 20-16.B and C]	☐	☐
a. License application fee [O.S. § 20-16.B]	☐	☐
b. Additional fee applicable to licensed managed feeding operations [O.S. § 20-16.C]	☐	☐
3. Environmental history of the past three (3) years. [OAC 35:17-3-6(a)(7)] [O.S. § 20-7.G.3]	☐	☐
4. List of environmental awards or citations received. List of any pollution prevention or voluntary remediation efforts undertaken by the applicant. [OAC 35:17-3-6(a)(8)] [O.S. § 20-7.G.4]	☐	☐
5. Copy of deed(s), contract to purchase, option to purchase, or long term lease agreement for the proposed site of the facility, waste retention structures, and land application sites. If land application sites are not owned by the applicant, provide a notarized signed copy of spreading or effluent agreement. [OAC 35:17-3-6(a)(9)]	☐	☐
6. a. A map showing all property owners and a corresponding mailing list for property owners within: [OAC 35:17-3-6(a)(10)]	☐	☐
♦ two (2) miles of the facility and waste retention structures for a Licensed Managed Feeding Operation (LMFO) with more than two thousand (2,000) swine animal units as defined by O.S. § 20-3.B.18, or		
♦ one (1) mile of the facility and waste retention structures for a swine feeding operation with two thousand (2,000) swine animal units or less.		
b. Sample letter for individual notice to all affected property owners. [OAC 35:17-3-7(a)]	☐	☐
7. A notarized sworn statement signed by the owner accepting full responsibility for properly closing all waste retention structures upon termination of the swine feeding operation. [OAC 35:17-3-6(a)(20)] [O.S. § 20-9.I]	☐	☐
8. Financial statement declaring the financial responsibility of an owner to operate a swine feeding operation with a liquid waste management system. [OAC 35:17-3-6(a)(22)] [O.S. § 20-17]	☐	☐
9. Notarized application certification signed by applicant. [OAC 35:17-3-6(a)(23)] [O.S. § 20-7.I]	☐	☐
10. A plat showing the following: [OAC 35:17-3-6(a)(11)] [O.S. § 20-7.B.4]	☐	☐
a. Location of facility, waste retention structures, and all application sites.	☐	☐
b. Location and distance for each of the occupied residences within:	☐	☐
♦ two (2) miles of the facility and waste retention structures for LMFOs with more than two thousand (2,000) swine animal units as defined by O.S. § 20-3.B.18, or	☐	☐

Submission Requirements	Check If Included	ODAFF Use Only
♦ one (1) mile of the facility and waste retention structures for swine feeding operation with two thousand (2,000) swine animal units or less.		
c. Location and distance of each of the occupied residences within six hundred (600) feet of any land application site.	☐	☐
d. Location and distance of each of the existing private and public water supply wells within four hundred (400) feet of any land application site.	☐	☐
e. All open roads surrounding the facility and all land application sites.	☐	☐
11. Demonstration of compliance with applicable setbacks requirements specified at O.S. § 20-19 and at O.S. § 20-21.		
a. Setback requirements specified at O.S. § 20-19:		
(1) No liquid swine waste shall be land applied within five hundred (500) feet of the nearest corner of an occupied residence not owned or leased by the owner of the swine feeding operation, unless the applicable property owner executes a written waiver with the owner or the operator of the swine feeding operation. [O.S. § 20-19.A, O.S. § 20-19.C, and OAC 35:17-3-6(a)(13)]	☐	☐
(2) No liquid swine waste shall be land applied within three hundred (300) feet of an existing public or private drinking water well. [O.S. § 20-19.D]	☐	☐
(3) Concentrated Swine Feeding Operations (CSFO) as defined by O.S. § 20-3.B.11 shall not be established within one (1) mile of ten or more residences existing at the time of the establishment of the CSFO, unless the applicable property owners execute a written waiver with the owner or the operator of the swine feeding operation. [O.S. § 20-19.B, O.S. § 20-19.C, and OAC 35:17-3-6(a)(13)]	☐	☐
(4) CSFO shall not be established: [O.S. § 20-19.E]		
(a) Within three (3) miles of a state park or resort.	☐	☐
(b) On land within three (3) miles of the incorporated limits of any municipality.	☐	☐
(c) Within three (3) miles of the high water mark of a surface public water supply if the CSFO is located within the drainage basin for the public water supply.	☐	☐
b. Setback requirements specified at O.S. § 20-21:		
(1) Except as otherwise provided by O.S. § 20-19, swine feeding operations shall not be located within the following applicable distances from an occupied residence: [O.S. § 20-21.A]		
(a) More than 4,000 swine animal units 2 miles	☐	☐
(b) 2,001 to 4,000 swine animal units 1 1/4 miles	☐	☐
(c) 1,001 to 2,000 swine animal units 3/4 mile	☐	☐
(d) 601 to 1,000 swine animal units 1/2 mile	☐	☐
(e) 300 to 600 swine animal units 1/4 mile	☐	☐
(f) Less than 300 swine animal units no setback	☐	☐
(2) Except as otherwise provided by O.S. § 20-19, new swine feeding operations established on or after November 1, 2011 shall not be located within the following distance from the outside boundary of any area or facility owned or operated as a camp or recreational site by a nonprofit organization established prior to application of the swine feeding operation. [O.S. § 20-21.B and C]		
(a) Camp or recreational site with average annual registered attendance of not less than two thousand (2,000) people three (3) miles	☐	☐
(b) Camp or recreational site with average annual registered attendance of less than two thousand (2,000) people one (1) miles	☐	☐
(3) No LMFO which applies for a new or expanding concentrated swine feeding operation license shall be located within three (3) miles of the outside boundary of any area or facility owned or operated as a camp or recreational site by a nonprofit organization established prior to application of the concentrated swine feeding operation. [O.S. § 20-21.D]	☐	☐

Submission Requirements	Check If Included	ODAFF Use Only
(5) A map delineating existing vegetation types and a description of the plant communities within the proposed permit area and adjacent areas pursuant to information available from the Oklahoma Biological Survey. [OAC 35:17-3-6(a)(15)(H)]	☐	☐
(6) A description of fish and wildlife resources information for the license area and adjacent area. Site specific information necessary to address the respective species when the license area and adjacent areas are likely to include endangered or threatened species of plants or animals or their critical habitat. [OAC 35:17-3-6(a)(15)(I)]	☐	☐
(7) An identification and description of cultural and historical resources listed on the National Register and known archeological features as found in the Oklahoma Archeological Survey and Oklahoma State Historic Preservation Society of those located within the proposed license area. [OAC 35:17-3-6(a)(15)(J)]	☐	☐
14. Report from an independent soil testing laboratory providing all information specified in OAC 35:17-3-6(a)(16).	☐	☐
15. Applications for LMFOs shall provide documentation showing a minimum ten (10) foot separation exists between the bottom of each waste retention structure and the highest annual or seasonal level of groundwater elevation at the waste retention structure site. Such documentation must include submission of a soil log and a statement from a Professional Engineer registered in the state of Oklahoma certifying existence of the ten (10) foot separation distance. [OAC 35:17-3-6(a)(17), O.S. §20-12.C]	☐	☐
16. a. Laboratory test reports showing the amount of nitrogen as nitrate, coliform bacteria, and total phosphorus contained in the following: (1) Groundwater from all existing water wells located at the facility and land application sites. [OAC 35:17-3-6(a)(18)(A)] [O.S. § 20-9.F.4]	☐	☐
(2) All surface water impoundments located at the facility and land application sties. [OAC 35:17-3-6(a)(18)(B)] [O.S. § 20-9.F.4]	☐	☐
b. Laboratory test reports showing the amount of phosphorus, nitrate-nitrogen, and soil pH for composite soil samples from each land application sites. [OAC 35:17-3-6(a)(18)(C)] [O.S. § 20-10.G]	☐	☐
c. Applications for LMFOs shall, at a minimum, include analysis of soils for electrical conductivity, pH, nitrate-nitrogen, ammonium-nitrogen, organic matter, sodium, potassium, calcium, magnesium, available phosphorus, and total nitrogen. A map showing the location of each soil sample shall be provided. All soil sampling at LMFOs shall be performed pursuant to one of the procedures specified at OAC 35:17-3-6(a)(18)(C)(i) and (ii). [OAC 35:17-3-6(a)(18)(C)]	☐	☐
17. A Pollution Prevention Plan (PPP) that contains the following: [OAC 35:17-3-6(a)(19), OAC 35:17-3-11] [O.S. § 20-7.B.5, O.S. § 20-9]		
a. Identification of an individual responsible for implementing, maintaining, and revising the PPP. [OAC 35:17-3-11(a)]	☐	☐
b. Description of management controls appropriate for the facility and description of design standards for retention facilities. [OAC 35:17-3-11(e)(5)] [O.S. § 20-9.F.5 and 6] (See No. 18)	☐	☐
c. Installation and maintenance in good working order of a leak detection system or monitoring wells at LMFOs in accordance with the requirements specified at OAC 35:17-3-11(e)(6). [O.S. § 20-12.F]	☐	☐
d. Swine Waste Management Plan. [OAC 35:17-3-6(a)(19), OAC 35:17-3-11(a)] (See No. 19)	☐	☐
e. Best Management Practices. [OAC 35:17-3-6(a)(19), OAC 35:17-3-11(a)] (See No. 20)	☐	☐
f. Odor Abatement Plan. [OAC 35:17-3-6(a)(19), OAC 35:17-3-11(a)] (See No. 21)	☐	☐
g. Pest Management Plan. [OAC 35:17-3-6(a)(19), OAC 35:17-3-11(a)] (See No. 22)	☐	☐
h. Carcass Disposal Plan. [OAC 35:17-3-6(a)(19), OAC 35:17-3-11(a)] [O.S. § 20-10.H] (See No. 23)	☐	☐
i. Erosion Control Plan. [OAC 35:17-3-6(a)(19)] (See No. 18.f)	☐	☐
j. (1) A list of materials that are used, stored, or disposed of at the facility which may cause pollution. A description of potential sources, activities and materials which may reasonably be expected to or could potentially add pollutants to runoff from the facility. [OAC 35:17-3-11(e)(1)] [O.S. § 20-9.F.1]	☐	☐
(2) A spill contingency plan for releases of potential pollutants. [OAC 35:17-3-11(e)(1)] [O.S. § 20-9.F.3]	☐	☐
(3) A log of any pollutant releases and clean-up of those materials and corrective action taken to	☐	☐

Submission Requirements	Check If Included	ODAFF Use Only
prevent recurrence. [OAC 35:17-3-11(e)(1)]		
k. Groundwater testing protocol that includes but not limited to testing frequency, parameters to be tested, testing methods, and testing laboratory. [OAC 35:17-3-11(e)(2)] [O.S. § 20-9.F.4]	☐	☐
l. Testing protocol for soils at land application site(s). [OAC 35:17-3-11(e)(3)] [OAC 35:17-3-14(b)(4)(D)] [O.S. § 20-9.F.4]	☐	☐
m. Testing protocol for wastewater in waste storage facilities. [OAC 35:17-3-11(e)(4)] [OAC 35:17-3-14(b)(4)(D)] [O.S. § 20-9.F.4]	☐	☐
n. Personnel training and education [OAC 35:17-3-18] [O.S. § 20-9.F.7] [O.S. § 20-7.H]		
(1) Training topics including but not limited to the topics specified at OAC 35:17-3-18(a).	☐	☐
(2) Appropriate training frequency determined by the owner for different levels of personnel and identification of periodic dates for training. [OAC 35:17-3-18(b)]	☐	☐
(3) All LMFOs with employees whose duties include treatment, storage, or application of swine waste shall provide proof of certification of satisfactory completion of a minimum of nine (9) hours of formal education and training in the areas of waste management and odor control. [OAC 35:17-3-18(c)] [O.S. § 20-7.H.1]	☐	☐
(4) A minimum of three (3) hours of annual refresher training for any employee of a LMFO whose duties include treatment, storage, or application of swine waste. [OAC 35:17-3-18(d) and (e)] [O.S. § 20-7.H.3 and 4]	☐	☐
(5) Curricula and training course content. [OAC 35:17-3-18(f)] [O.S. § 20-7.H.5]	☐	☐
o. Record keeping [OAC 35:17-3-11(e)(7) and (8)] [O.S. § 20-9.G]		
(1) The following records shall be maintained on-site as long as the facility is in operation.		
((a) Documentation of no significant impact, if applicable. [OAC 35:17-3-11(e)(8)(A)]	☐	☐
((b) Copy of Notice of Intent (NOI) or Notice of Termination (NOT), if applicable. [OAC 35:17-3-11(e)(8)(B)]	☐	☐
((c) Copy of the CAFO General Permit OKG010000, if applicable. [OAC 35:17-3-11(e)(8)(C)] [O.S. § 20-9.G.9]	☐	☐
((d) Copy of the completed Pollution Prevention Plan. [O.S. § 20-9.G.9]	☐	☐
((e) Copies of soil samples/test/laboratory results from land application fields. [OAC 35:17-3-11(e)(8)(D)] [O.S. § 20-10.G]	☐	☐
((f) A notarized sworn statement signed by the owner accepting full responsibility for properly closing all waste retention structures upon termination of the swine feeding operation. [OAC 35:17-3-11(e)(8)(E)] [O.S. § 20-9.G.10]	☐	☐
(2) The following records shall be maintained on-site for a minimum of three (3) years.		
(a) Weekly measure of water level in the retention facility. [OAC 35:17-3-11(e)(7)(A)] [O.S. § 20-9.G.1]	☐	☐
(b) Quarterly inspection and maintenance reports. [OAC 35:17-3-11(e)(7)(B)]	☐	☐
(c) Copies of waste retention structure liner specifications and design plans and any other information required by the Department directly related to the construction, installation, or future modification or operation of the swine feeding operation. [OAC 35:17-3-11(e)(7)(C)]	☐	☐
(d) Copies of groundwater sample laboratory analyses. [OAC 35:17-3-11(e)(7)(D)]	☐	☐
(e) Waste retention structure(s) contents sample laboratory analyses. [OAC 35:17-3-11(e)(7)(E)]	☐	☐
(f) Dates of inspections of the retention structure and a log of the findings of the inspections. [OAC 35:17-3-11(e)(7)(F)]	☐	☐
(g) Records of daily measurable precipitation events obtained from a properly maintained on-site rain gauge. [OAC 35:17-3-11(e)(7)(G)] [O.S. § 20-9.G.2]	☐	☐

Submission Requirements	Check If Included	ODAFF Use Only
(h) Records of swine waste sold or given to other persons including date of removal from the swine feeding operation, name of hauler, and waste removed amount. [OAC 35:17-3-11(e)(7)(H)] [O.S. § 20-9.G.7] [O.S. 20-10.D and E]	☐	☐
(i) Records of swine wastes applied on land owned or controlled by the licensee. [O.S. 20-10.D]	☐	☐
(j) Records of employee training and education. [OAC 35:17-3-11(e)(7)(I)] [O.S. § 20-9.G.6]	☐	☐
(k) Records of annual inspections of the entire facility performed by the owner and reports documenting the findings from the inspections. [OAC 35:17-3-11(e)(7)(J)] [O.S. § 20-9.G.5]	☐	☐
(l) Records of incident reports for spills and discharges. [OAC 35:17-3-11(e)(7)(K)] [O.S. § 20-9.G.3] [O.S. § 20-10.B.5 and 7]	☐	☐
(m) Documentation of inspections and maintenance activities. [OAC 35:17-3-11(e)(7)(K)] [O.S. § 20-9.G.4]	☐	☐
(n) Records documenting significant observation made during the site inspection. [OAC 35:17-3-11(e)(7)(L)]	☐	☐
(o) Log of preventive maintenance that was completed. [O.S. § 20-9.G.6]	☐	☐
p. The PPP shall be signed by the owner. [O.S. § 20-9.C.1]	☐	☐
18. Description of management controls appropriate for the facility [OAC 35:17-3-11(e)(5)] [O.S. § 20-10.E.5]		
a. Location and description of existing retention structures. [OAC 35:17-3-11(e)(5)(A)] [O.S. § 20-10.E.5.a]	☐	☐
b. Documentation of retention structure capacity with supporting design calculations for retention structures or treatment lagoon. [OAC 35:17-3-11(e)(5)(B)] [O.S. § 20-10.E.5.b]	☐	☐
c. Description of the design standards for all retention facilities and facility embankments. [OAC 35:17-3-11(e)(5)(C)] [O.S. § 20-10.E.5.c] [O.S. § 20-10.E.6]	☐	☐
d. Documentation of any hydrologic connection between the contained wastewater and waters of the state. [O.S. § 20-10.E.8] [O.S. § 20-12] [OAC 35:17-3-12]	☐	☐
e. Detailed engineering drawings prepared, signed, and stamped by a professional engineer registered in the State of Oklahoma or by a NRCS engineer.	☐	☐
f. Erosion control plan that includes, at the minimum, the information specified at OAC 35:17-3-11(e)(5)(C)(v).	☐	☐
19. Swine Waste Management Plan (SWMP) must include the following: [OAC 35:17-3-14] [O.S. § 20-10.C]		
a. Swine waste removal procedures and a proposed schedule for liquid and solid swine waste removal, including sludge. [OAC 35:17-3-14(a)] [O.S. § 20-10.C.1]	☐	☐
b. Sufficient storage capacity for process generated waste and wastewater and direct rainfall and runoff from a 25-year, 24-hour storm event in addition to the required one (1) foot of freeboard; mechanism for monitoring and measuring wastewater level in the retention structure. [OAC 35:17-3-14(b)(2)] [O.S. § 20-10.C.2]	☐	☐
c. All calculations and factors/assumptions used in determining land application rates for solid and liquid swine wastes on land owned or controlled by the owner. [OAC 35:17-3-14(b)(3)] [O.S. § 20-10.C.3]	☐	☐

Submission Requirements	Check If Included	ODAFF Use Only
d. Demonstration that application rates of swine waste based on agronomic loading rates not to exceed the nitrogen uptake of the crop and the maximum phosphorus application rate allowed by the Oklahoma Natural Resources Conservation Service (NRCS) Nutrient Management Code 590. Calculations of loading rates shall be based upon the existing nitrogen content of the receiving soil and the optimum nitrogen requirement of a particular crop grown at land application area. [OAC 35:17-3-14(b)(4)(B) and (C)] [O.S. § 20-10.C.4.a(1)]	☐	☐
e. Timing and rate of applications must be in response to crop needs and based on published materials approved by the Department. [OAC 35:17-3-14(b)(3)(K)] [O.S. § 20-10.C.4.a(2)]	☐	☐
f. Land application practices so as to reduce or minimize ponding or puddling of wastewater on the site and adverse conditions that invite pests including flies and rodents, the discharge of swine waste to waters of the state, contamination, and odor. [OAC 35:17-3-14(b)(3)(D)] [O.S. § 20-10.C.4.b)]	☐	☐
g. Land application shall not occur in areas defined as do not apply areas in the waste application criteria of the USDA NRCS Waste Utilization Standard Conservation Practice Standard Code 633, Nutrient management Conservation Practice Standard Code 590, or their current replacement. [OAC 35:17-3-14(b)(3)(L)]	☐	☐
h. Adequate equipment and land application area available to maintain the proper operating volume of the retention structure(s). [OAC 35:17-3-14(b)(3)(F)] [O.S. § 20-10.C.4.d]	☐	☐
i. Swine wastes are not surface disposed of in a 100-year flood plain, unless protected from inundation and damage that may occur during that flood event by adequate berms or other structures, if applicable. [OAC 35:17-3-14(b)(3)(H)]	☐	☐
j. Identification of areas that have a high potential for significant soil erosion due to topography, activities, or other factors. [OAC 35:17-3-14(b)(3)(M)]	☐	☐
k. Documentation and maintenance of a swine waste sold or given to other persons log containing date of waste removal, name of hauler, and amount of removed waste. [OAC 35:17-3-14(b)(3)(G)] [O.S. 20-10.D and E]	☐	☐
20. Best Management Practices (BMPs) [OAC 35:17-3-20] [O.S. § 20-10.B] The owner shall describe how each of the following BMPs is implemented and complied with at the facility. [OAC 35:17-3-20(b)(7)] a. Protection of public and private drinking water supplies. [OAC 35:17-3-20(b)(1)] [O.S. § 20-10.B.4.b] b. Proper management of animal waste for the protection of federally endangered species. [OAC 35:17-3-20(b)(2)] [O.S. § 20-10.B.4.e] c. Proper waste management to prevent pollutants from being discharged to surface or ground waters. [OAC 35:17-3-20(b)(3)] [O.S. § 20-10.B.2] [O.S. § 20-10.B.4.h] d. Proper handling and disposal of chemicals. [OAC 35:17-3-20(b)(4)] e. Diversion of fresh water, proper management of runoff from production area. [OAC 35:17-3-20(b)(5)] f. Containment of animal waste on the premises until proper waste utilization is accomplished. [OAC 35:17-4-20(b)(6)] g. Compliance with the Odor Abatement Plan (only applicable to LMFOs). [O.S. § 20-10.B.4.d] h. Conformance to the Pest Management Plan for (only applicable to LMFOs). [O.S. § 20-10.B.4.f]		
i. Discharge report procedure for discharge other than a spill of less than one hundred (100) gallons. Report shall include description and cause of discharge, description of flow path to the receiving water body, estimation of discharge flow rate and volume, period of discharge including exact dates and times, steps taken to reduce, eliminate and prevent recurrence of the discharge, test results for fecal coliform bacteria, five-day biochemical oxygen demand, total suspended solids, ammonia nitrogen, total Kjeldahl nitrogen, any pesticides or other chemicals which the operator has reason to believe could be in the discharge. [O.S. § 20-10.B.5]	☐	☐
j. Compliance with spill report requirement specified at O.S. § 20-10.B.6.	☐	☐

Submission Requirements	Check If Included	ODAFF Use Only
21. Odor Abatement Plan (OAP) [OAC 35:17-3-15] [O.S. § 20-11] An OAP shall be prepared for each LMFO as defined by O.S. § 20-3.B.18 and must include but not limited to the following: a. Specific methods for odor reduction which shall be tailored to each LMFO and created to address each cause of odor listed below. b. Description of methods used for reducing odors in relationship to swine maintenance, waste storage, land application, and carcass disposal. c. Owner's evaluation of the effectiveness of the plan at least annually. Modification for changed conditions at the facility and determination if economically feasible technological advances are available and appropriate for the LMFO.	☐	☐
22. Pest Management Plan (PMP) [OAC 35:17-3-16] [O.S. § 20-10-B.4.f] A PMP shall be prepared for each LMFO as defined by O.S. § 20-3.B.18 and must include but not limited to the following: a. Specific methods for preventing pests, including but not limited to flies, rodents, and coyotes. b. Description of physical, structural, and chemical controls to minimize the population of flies, insects, rodents, and other pests. c. Owner's evaluation of the effectiveness of the plan at least annually. Modification for changed conditions at the facility and determination if economically feasible technological advances are available and appropriate for the LMFO.	☐	☐
23. Carcass Disposal Plan (CDP) [OAC 35:17-3-17] [O.S. § 20-10.H] The applicant shall submit a CDP including, but not limited to, the following information: a. Provisions for the disposal of carcasses associated with normal mortality, provisions for emergency disposal when a major disease outbreak or other emergency results in deaths significantly higher than normal mortality rates, and other provisions which will provide for a decrease in the possibility of the spread of disease and prevent the contamination of waters of the state. b. Description of specific disposal method(s) used for normal mortality and catastrophic mortality. c. Information and description about any equipment used. d. Estimated amount of mortalities per day (lbs/day). e. A map showing the location of the carcass disposal area. f. Description of BMPs used to prevent leachate, run-on, run-off, groundwater contamination, etc., when applicable. g. A description of the handling and disposal of the final product(s). h. Estimated cost to implement and maintain the CDP.	☐	☐
24. Closure Plan [OAC 35:17-3-25] The applicant shall submit a closure plan including, but not limited to, the following information: a. Closure procedure waste/wastewater, solids, and bottom sludge contained in the retention structures that meet the closure requirements specified at OAC 35:17-3-25(f). [OAC 35:17-3-25(b)(1)] b. Demonstration of the availability of sufficient land area for land application of liquid, solids, and sludge, if applicable. [OAC 35:17-3-25(b)(2)] c. Copy of a written estimate, in current dollars, of the cost of hiring an independent third party to decommission each waste retention structures. [OAC 35:17-3-25(b)(3)] d. Commitment to a 3-year post closure monitoring program. [OAC 35:17-3-25(d)] e. Commitment to submittal of certification of post closure performance signed by the owner and by a professional engineer registered in the State of Oklahoma. [OAC 35:17-3-25(e)]	☐	☐

Notes: * OAC 35:17-3 refers to the Oklahoma Administrative Code, Title 35, Chapter 17, Subchapter 3 - Oklahoma Swine Feeding Operations Rules.

** O.S. § 20-7 refers to the Oklahoma Swine Feeding Operations Act, Section 20-7 of the Oklahoma Statutes, Title 2, Chapter 1, Article 20.