

# OTSEGO COUNTY LAND USE SERVICES

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## Livestock Production Facility Siting Request Application and Information Checklist

The following information is to be provided by the producer when submitting a Livestock Production Facility Siting Request to Otsego County Land Use Services 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: \_\_\_\_\_

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

Location of proposed project: (Address, City/Village, County/Township, 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: \_\_\_\_\_



**Appendix C**

**FACILITY SITE SELECTION AND SETBACK VARIANCE AGREEMENT**

I, \_\_\_\_\_ - \_\_\_\_\_  
Name Address

do/do not object to \_\_\_\_\_ - \_\_\_\_\_  
circle Name Address

constructing a \_\_\_\_\_ facility approximately \_\_\_\_\_ feet from my  
type 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).

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

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

Signed: \_\_\_\_\_ 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 developed  
under the Right to Farm Act (PA 93 of 1981, as amended).

I currently own/farm \_\_\_\_\_ acres of Cropland. The duration of this agreement will be  
\_\_\_\_\_(number) years from date of signing below.

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

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

**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

Location of non-farm residences

Number of non-farm residences within ¼ mile of proposed facility

Address of each non-farm residence within ¼ mile of proposed facility

Notification of each non-farm resident within ¼ 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 (DEQ)

Location of areas subject to inundation during twenty-five (25) year flood (DEQ)

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

Location of community surface water intakes

Storm water retention or detention requirements (Township/County)

Location of drinking water wells on or adjacent to proposed project site (Health Dept.)

Distance to community/municipal water wells (Township, County, Local Health Dept.)

Location of well head protection areas (Local Health Dept., MDEQ)

Ten (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 (Local Health Dept.)

(i.e. restaurant, church, school, campground, dairy, migrant labor housing)

Distance to water wells serving private homes, including those on the farm

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

**If the proposed project site is within fifteen hundred (1500) feet of high public use areas**

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

Distance to licensed commercial elder care facilities

Distance to licensed commercial childcare facilities

Local government and high public use area user input

**Zoning in area of proposed project**

Distance to areas zoned primarily for residential use

### **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

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

- Assessment of all potential sources of odor from the facility
- Technology and management practices to be implemented for odor control
- Structural or Technological
- Vegetative/Topographical
- Manure Management Practices

## 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.

The MMSP should focus on two subject areas:

- (1) Management of manure nutrients
- (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
- 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 property 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).