



## Standard Application Form for Agricultural Manure Brokers

Please Type or Print

### Section 1 – OPERATION INFORMATION

DATE \_\_\_\_\_ OPERATION NUMBER \_\_\_\_\_ ND \_\_\_\_\_

CHECK ONE: NEW \_\_\_\_\_ EXPANDING \_\_\_\_\_ PERMIT RENEWAL \_\_\_\_\_?

IF EXPANDING OR RENEWAL: PERMIT NUMBER \_\_\_\_\_ DATE ISSUED \_\_\_\_\_

WHAT COUNTY IS THIS BROKERING OPERATION BASED? \_\_\_\_\_

BROKER'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER (WORK) \_\_\_\_\_ (HOME) \_\_\_\_\_ (CELL/BEEPER) \_\_\_\_\_

BROKER'S EMAIL ADDRESS \_\_\_\_\_

PLAN PREPARER \_\_\_\_\_

TITLE/SC REGISTRATION NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER (WORK) \_\_\_\_\_ (FAX) \_\_\_\_\_ (CELL/BEEPER) \_\_\_\_\_

PREPARER'S EMAIL ADDRESS \_\_\_\_\_

### Section 2 – MANURE HANDLING & TREATMENT

MANURE HANDLING:  DRY or  WET

IS A STORAGE OR TREATMENT FACILITY BEING PROPOSED FOR THIS OPERATION?  YES or  NO

TREATMENT PROPOSED \_\_\_\_\_

ARE YOU APPLYING FOR EXCEPTIONAL QUALITY COMPOST QUALIFICATION?  YES or  NO

ARE YOU A CERTIFIED MANURE MANAGER?  YES or  NO TRAINING DATE \_\_\_\_\_

### Section 3 – MANURE UTILIZATION AREAS

Please fill out this chart for any fields that are being added for routine manure applications. At the time of permit renewal, the broker must add any fields that receive manure routinely (once/yr or more frequent). For more fields please make copies of this page and add as additional sheets.

SEPARATION DISTANCES:	Tract #→							
	Field #→							
POTABLE WELL	100 ft							
WATERS OF THE STATE LOCATED DOWNSLOPE	100 ft							
EPHEMERAL & INTERMIT. STREAMS DOWNSLOPE	100 ft*							
DITCHES DOWNSLOPE	50 ft							
RESIDENCE	300 ft**							

MANURE UTILIZATION AREA TABLE CONTINUED:								
SEPARATION DISTANCES:	Tract #→							
	Field #→							
POTABLE WELL	100 ft							
WATERS OF THE STATE LOCATED DOWNSLOPE	100 ft							
EPHEMERAL & INTERMIT. STREAMS DOWNSLOPE	100 ft*							
DITCHES DOWNSLOPE	50 ft							
RESIDENCE	300 ft**							

\*If the method of application is spray application or ground surface application. Reduced to 75 ft for incorporated manure, and 50 ft for injection or incorporation within 24 hours.

\*\*If method of application is injection or immediate incorporation, then manure may be spread to the property line. All residence setbacks may be reduced by consent of the owner of the residence.

**NOTE: PROPERTY OWNER INFORMATION AND LAND APPLICATION CONTRACTS MUST BE PROVIDED FOR EACH FIELD.**

#### Section 4 – PERMIT APPLICATION SUBMITTAL REQUIREMENTS

SUBMITTAL PACKAGE SHOULD INCLUDE 2 COPIES OF THE FOLLOWING ITEMS (check each item submitted):

- 1. ORIGINAL APPLICATION (and 1 copy of the original)
- 2. BROKER MANAGEMENT PLAN
  - a. Manure Broker Operation Description
  - b. Design Calculations and Construction Details for treatment/storage structure, including exact location and design information.
  - c. General Crop Management Plan
  - d. Type of Waste Transport/Spreading Equipment
  - e. Manure Utilization Area Information and Maps (if adding routine sites to plan)
  - f. Soils Information (maps & descriptions)
  - g. Location maps (showing treatment/storage structure, and all fields being added to plan)
- 3. ODOR ABATEMENT PLAN
- 4. VECTOR ABATEMENT PLAN
- 5. SOIL MONITORING PLAN
- 6. SAMPLE CONTRACT TO BE USED WITH PRODUCERS FOR CONTRACT DISPOSAL OF MANURE
- 7. SAMPLE CONTRACT FOR MANURE TRANSFERS TO PERSONS ACCEPTING MANURE FROM BROKER
- 8. WRITTEN CONSENT FOR WAIVING OR REDUCING SETBACKS FOR TREATMENT/STORAGE STRUCTURE (if applicable)
- 9. APPLICATION FEE FOR NEW OPERATIONS: See instructions on the back of this page for amount.
- 10. ANNUAL OPERATING FEE: See instructions for amount (first year's fee must be submitted before permit is issued).

#### Section 5 - CERTIFICATION

**I HEREBY CERTIFY THAT ALL OPERATIONS, MAINTENANCE AND ASSOCIATED ACTIVITY PERTAINING TO THIS SITE SHALL BE ACCOMPLISHED PURSUANT TO AND IN KEEPING WITH THE TERMS AND CONDITIONS OF THE APPROVED PLANS. I HAVE READ THIS APPLICATION AND AGREE TO THE REQUIREMENTS AND CONDITIONS THAT ARE CONTAINED WITHIN. THE INFORMATION SUBMITTED IS, TO THE BEST OF MY KNOWLEDGE AND BELIEF, TRUE, ACCURATE, AND COMPLETE. I HEREBY GRANT AUTHORIZATION TO THE DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL THE RIGHT OF ACCESS TO THE SITE AT ALL REASONABLE HOURS FOR THE PURPOSE OF SAMPLING AND ON SITE INSPECTIONS.**

\_\_\_\_\_  
Printed Name/Broker

\_\_\_\_\_  
Signature/Broker

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE DESIGN IS CONSISTENT WITH THE REQUIREMENTS OF TITLE 48, CHAPTER 1 OF THE 1987 SC CODE OF LAWS, AND PURSUANT REGULATION 61-43.

\_\_\_\_\_  
Printed Name/Plan Preparer

\_\_\_\_\_  
Signature/Plan Preparer

**APPLICATION INSTRUCTIONS - Agricultural Manure Broker Permit**

**Purpose:**

This form must be completed as part of an application package submitted for DHEC approval of proposed NEW, EXPANDING or PERMIT RENEWALS for agricultural manure broker operations. The required items should be checked to ensure that a complete administrative package has been submitted. If a complete administrative package is not submitted, the entire project may be returned.

**Item-by-Item Instructions:**

**Section 1 - Contact Information.** *Date:* Enter the date of application. *Operation Number:* Leave blank, Department will assign a facility number. *New or Expanding Operations:* If this application is for an existing operation that has previously obtained a agricultural manure broker permit from DHEC, then indicate by checking EXPANDING or RENEWAL, or NEW if this is a new operation. If EXPANDING or RENEWING, provide the following: *Permit Number;* Provide the permit number for the permitted operation, and *Issue Date;* Provide the date on which DHEC issued the permit. *Farm Name:* Give the name of the proposed agricultural manure broker operation. *County:* Give the county in which the proposed operation is to be based. *Broker's Name, Address, and Phone Number:* Enter the name, address and phone number of the person who will be responsible for the daily operations. *Plan preparer:* Enter the name of the engineer or NRCS representative who has prepared the management plan. *Title/SC Registration Number:* Enter the title and SC registration number (if applicable) of the person responsible for the design of the Broker Management plan. *Address, Phone Number:* Enter the business address and phone number for the plan preparer.

**Section 2 – Manure Handling & Treatment.** *Manure Handling:* Circle DRY or WET to indicate the type of manure handling for this operation. *Manure Treatment/Storage:* Circle YES or NO to indicate whether a manure treatment or storage facility is being proposed for this operation and give a description of the treatment proposed. *Exceptional Quality Compost:* Circle YES or NO to indicate whether you are applying for the manure treated at your facility to qualify as exceptional quality compost (must meet product quality standards outlined in Part 300 of R.61-43). *Trained Manure Manager:* Circle YES or NO to indicate whether the broker has attended the certified manure manager's training and certification class conducted by Clemson Extension Service. Indicate the date on which the certification or training was obtained.

**Section 3 – Manure Utilization Area Information.** This table outlines the required setbacks for manure utilization areas. This table should be filled out if the broker is adding permanent manure utilization areas to his management plan. Please enter a field identification information for each field, tract number, field number; and the actual separation distance for each manure application field in the appropriate spaces. Make copies of this section if you need additional tables for the field information.

**Section 4 – Permit Application Submittal Requirements.** Check each item that is being submitted as a part of this application. *All* items under Section 4 should be submitted to DHEC for review. In accordance with the **Environmental Protection Fee Reg. 61-30**, an application fee is required for submitting an Application for agricultural animal facilities. There is a requirement that DHEC meet certain time frames when processing permit applications. The "DHEC Time" is not the total time but rather it is the time that DHEC spends working on an application after a complete package is received. "DHEC Time" does not include the time an applicant takes to supply any information that may be requested by DHEC. The fees and time frames are as follows:

<b>Agricultural Permit Application Fees</b>		
<b>Facility Type</b>	<b>DHEC Time</b>	<b>Fee</b>
Manure Broker Operations.....	90 days.....	\$165

**Note:** Make **CHECKS** payable to SC DHEC/Bureau of Finance.

Regulation R61-30 also authorizes DHEC to assess annual environmental operating permit fees for certain permits. All new facilities must submit payment for the first years operating fee before the permit to construct is issued. The operating fee is \$75 per year for manure broker operations.

**Section 5 – Certification.** For this section, please read the certification statements and have the appropriate person(s) sign the certification.

**DHEC Processing Procedures:**

Two (2) copies of the submittal package are submitted to DHEC. After Permitting, DHEC files the original in the main project file, located in DHEC's central office. DHEC sends a copy of the approved package to the appropriate EQC District Office.