MINOR COMPOST FACILITY
SITE OPERATION AND MAINTENANCE PLAN
(use additional sheets if necessary)

SITE NAME: _____

Is the site open to the public? ☐ YES ☐ NO

1. Schedule of Operation: (days and times the site is open)	
2. Site access controls: (describe gates/fences/locks, etc...)	
3. Types and sources of materials to be composted, including expected quantity:	
4. Traffic flow: (describe how the materials will be delivered to the site)	
5. Procedures for operation during wind, heavy rain, snow, or freezing conditions:	
6. List equipment available for use:	
7. Description of any seed material or compost starter, including source/brand:	
8. Proposed end use of final compost product:	
9. Method and schedule of aeration:	
10. Describe how compost that cannot be used will be removed from the site - include a disposal plan.	
11. Describe site personnel and their responsibilities:	
12. Description of surface water run-on and run-off controls:	
13. Calculation of the 24-hour, 25-year storm event. Rainfall amounts available here: http://www.wrcc.dri.edu/pcpnfreq/mt25y24.gif	

MINOR COMPOST FACILITY
SITE OPERATION AND MAINTENANCE PLAN (CONTINUED)
(use additional sheets if necessary)

SITE NAME: _____

14. Describe how the composting process will be monitored:	
15. Describe what will happen when unapproved materials are delivered to the site for composting:	
16. Describe what will happen when odors are detected:	
17. Describe the method of compost pile construction:	

Provide a list of the names and addresses of all contiguous/adjacent property owners *(provide this information on a separate, attached sheet)*

Additional comments:

THE FOLLOWING MAPS ARE REQUIRED:

☐ A site map that delineates and identifies each of the following:

1. Composting area in relation to property boundary
2. Composting facility drainage with contour intervals no greater than 5-feet, including run-on and run-off controls, ditches, and swales
3. Direction of prevailing winds
4. Location of access roads and on-site roads
5. Location of property boundaries
6. Location of water supply wells, buildings, residences, surface water bodies, and drainage swales within 1,000-feet of the site
7. Identify all current and future buildings on-site.
8. Location of feedstocks, compost in production, and finished compost

☐ A vicinity map of 1:24,000 scale, that delineates and identifies each of the following areas within one-mile of the facility boundaries including:

1. Zoning and land use
2. Residences
3. Surface waters
4. Access roads, bridges, railroads, airports
5. Historic sites or other manmade or natural features relating to the project