

DAIRY REVIEW LETTER

APPLICATION GUIDELINES

FOR

**EXISTING DAIRY CAPACITY
DETERMINATIONS**

UNDER THE PROCEDURES OF THE:

***DAIRY ELEMENT* OF THE KINGS COUNTY
GENERAL PLAN**

Prepared by:

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KINGS COUNTY DAIRY REVIEW LETTER APPLICATION GUIDELINES

I. INTRODUCTION:

These guidelines are intended as a guide for the preparation of applications for *Dairy Review Letters* for the determination of the baseline capacity of existing dairies in Kings County pursuant to Policy DE 2.2a of the *Dairy Element* of the *Kings County General Plan* which states:

Policy DE 2.2a: Dairies that existed prior to 1979 that have not been the subject of a previously issued zoning permit may expand up to the calculated capacity of the dairy site, including the land that is currently under the dairy owner or operator's control, either by ownership or agreement, as of the date of adoption of this *Element*. Upon the request of the dairy owner or operator, the Zoning Administrator shall prepare a *Dairy Review Letter* providing the dairy owner or operator with the calculated capacity of the existing dairy site based on the capacity model described in Section II of this *Dairy Element*. The addition of new physical improvements or increase in the areal extent of the Dairy Facility, e.g., lagoons and separation pits, feed storage structures, barns, and expansion of corrals on to land that was not previously occupied by the dairy's facilities, will require approval of a new SPR by the Zoning Administrator.

Dairies with existing zoning permits are subject to the limits of their current zoning permit.

The information provided in the application by the owner or operator of the dairy will be used to determine the existing capacity of the dairy in animal units (AU). This calculated capacity, based on the dairy's available facility and cropland capacity as of the date of the adoption of the *Dairy Element* (July 30, 2002), will be used as the baseline for determining two primary objectives:

- First, it will determine the herd capacity in animal units (AU) of the existing operation, as of July 30, 2002, and
- Second, it will establish a dairy's baseline capacity for determining when future changes to a dairy will trigger the requirement for a new zoning permit.

The results of this review will be only used to determine a baseline capacity for the existing dairy facility and site, and is not a zoning permit.

A. APPLICATION FORM:

Exhibit A of these guidelines is the application form for applying for a *Dairy Review Letter*. The applicant must include all of the information identified in the application form, and the attachments.

II. DAIRY REVIEW LETTER CHECKLIST:

Exhibit B is the checklist the Zoning Administrator will use to evaluate the application.

III. DAIRY CAPACITY MODEL CALCULATIONS:

Based on the information submitted in the application, the Zoning Administrator will evaluate the dairy's capacity for the maximum allowed herd level in animal units (AU) of the dairy as it existed on July 30, 2002. The calculations are based on the capacity model described in Section II in the *Dairy Element*, and physical limits of the dairy facility related to lagoon storage capacity, corral capacity, etc.

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PART 2: GENERAL DAIRY INFORMATION (please print or type)

A. DAIRY OWNER/OPERATOR INFORMATION:

Name of the Dairy: _____

Dairy's Address: _____, City: _____, St.: _____, Zip Code: _____

Mailing Address if different: _____, City: _____, St.: _____, Zip Code: _____

Phone No.: (____) _____ (during normal business hours)

Applicant's Name: _____

Mailing Address (if different): _____, City: _____, St.: _____, Zip Code: _____

Phone: (____) _____ FAX: (____) _____

Assessor's Parcel No. (APN): _____
(List all APN's associated with this application)

Owner's Name (if different from Applicant): _____

Address: _____, City: _____, St.: _____ Zip Code: _____

Phone: (____) _____ FAX: (____) _____

Zone District Classification of the site:

Is the site in a Flood Zone? Yes No

If yes, Panel No. 060086-_____; Zone _____.

Is the site restricted by Land Conservation (Williamson Act) Contract? Yes No

If yes: Preserve No. ____-_____, and Contract No. _____.

B. ZONING PERMIT INFORMATION: If zoning permit(s) were issued for this dairy operation in the past, please indicated the permit number(s) and the year(s) issued: _____

C. DAIRY OPERATIONAL INFORMATION:

1. Date dairy was first established: _____

2. Breed of cattle (circle one): A. Jersey, B. Guernsey, C. Holstein, D. Other or Combination (explain on separate sheet).

3. Existing Herd Size and Breakdown as of July 30, 2002:

- A. Milk Cows _____ head
- B. Dry Cows & Bred Heifers _____ head
- C. Heifers (1 yr. to breeding) _____ head
- D. Calves (3 months to 1 yr.) _____ head
- E. Baby Calves (less than 3 mo.) _____ head
- TOTAL** _____ **head**

4. Dairy Process Water Management System:

___ A. Free stalls (milk cows)/Scraped corrals (support stock)

- ___ B. Flushed Corrals (all cows)
- ___ C. Scraped Corrals (all cows)
- ___ D. Other, (describe on attached sheet)

5. Available Land, including land used for Liquid and Dry Manure Spreading:

- A. Dairy Facility area (corrals, barns, lagoons, storage, etc.) _____ acres
- B. Dairy's Cropland, type of crops grown and acreage of each:
 - 1) _____ acres
 - 2) _____ acres
 - 3) _____ acres
 - 4) _____ acres
 - 5) _____ acres
- Cropland, total acres _____ acres

- 6. Percentage of solid (or dry) manure that will be applied to the farmland at the dairy site: _____ %.
- 7. Attach documentation showing the calculated waste water generation from the dairy operation, the required storage capacity of the dairy's lagoons, and the current storage capacity in the lagoons.
- 8. Attach a copy of the dairy's Report of Waste Discharge (Waste Discharge Requirements) issued by the Regional Water Quality Control Board, Central Valley Region.
- 9. Attach a copy of all waste water agreements used for the management of process water generated from this dairy. If no formal agreements exist, but neighboring land is used, identify that land by APN, acreage, and crops grown on the land.

PART 3: SITE DRAWING; INSTRUCTIONS FOR PREPARING A SITE DRAWING

The site drawing must be drawn to scale in a neat and legible manner on paper a minimum of 8½ by 11 inches to a maximum of 24 by 36 inches in size. The scale must be large enough to show all details clearly. Four (4) copies of the site drawing must be submitted with this application form. If additional copies are necessary you will be notified. The following information must be included on the site drawing.

- a. Name and address of the legal owner of the site, and of the applicant, if not the owner.
- b. Assessor's Parcel Number(s) (APN).
- c. Date, north arrow, and scale of drawing.
- d. Dimensions of the exterior boundaries of the dairy facility, and the dairy site.
- e. Name all adjacent streets or roads, showing right-of-way widths, reservation widths, and all types of existing improvements.
- f. Locate and give dimensions of all existing structures and other improvements (including corrals, manure storage, and feed storage areas) on the Dairy Facility. Indicate the height, the width and depth of the buildings and improvements, and their distance to at least two (2) property lines.
- g. Show access, internal circulation, parking, and loading space. Detail off-street parking, exits and entrances, complete with dimensions and numbers of parking spaces, including handicapped spaces.
- h. Indicate the location of water wells within 50 feet of the property, and within 150 feet of any manured area.
- i. Show all water courses on site and within 100 feet of the project boundary.
- j. Indicate method of storm water drainage, what area is diverted away from the facility, and what area is drained into the dairy's collection system.
- k. The applicant should include any additional information that may be pertinent or helpful concerning this application.
- l. Other data may be required to assist the Zoning Administrator to make an accurate capacity finding.

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EXHIBIT B

Checklist for Dairy Review Letter Applications:

Documentation of each response is necessary for a complete review and evaluation, i.e., where in the application documentation is the issue addressed, or why it is not necessary to be addressed. The Kings County Zoning Administrator is the final authority for determining the adequacy of a response.

REQUIREMENT	DOCUMENTED
1. Is the application form filled out completely?	Yes No
2. Is the Site Drawing attached to the application?	Yes No
3. Does the Site Drawing contain all of the required information?	Yes No
4. Is a copy of the dairy's Report of Waste Discharge (Waste Discharge Requirements attached to the application?	Yes No
5. Does the dairy have any wastewater agreements with neighboring property owners, and is it attached?	Yes No
6. If no, is an explanation of the wastewater management system attached?	Yes No
7. Has Planning Staff prepared the Capacity Model calculations for the dairy?	Yes No

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