# Virginia Pollution Abatement Individual Permit for Animal Feeding Operations

# Permit Application Checklist

**Disclaimer:** Checklists are provided as a tool when applying for a Virginia Pollution Abatement (VPA) individual permit for Animal Feeding Operations (AFOs). DEQ decisions will be made by applying the State Water Control Law, VPA Permit Program regulations, and VPA Permit Program guidance. Refer to the VPA Permit Program regulations ([9VAC25-32](https://law.lis.virginia.gov/admincode/title9/agency25/chapter32/)), program guidance, and other references noted herein for details regarding complete applications. The information required for a complete application is in accordance with 9VAC25-32.

DEQ’s Ombudsman can provide assistance or redirection. For questions about this checklist, please contact [timothy.wilke@deq.virginia.gov](mailto:timothy.wilke@deq.virginia.gov) or 804-912-0989.

Application status may be viewed on the DEQ Permit Enhancement and Evaluation Platform ([PEEP](https://portal.deq.virginia.gov/peep-search)).

| **For a complete application, provide at minimum:** | **Included (Y, N, or On-file with Dept.)** | **Page Number(s)**  **Or Location(s)** |
| --- | --- | --- |
| 1. VPA Form A - General Information (see the form and instructions for requirements to complete the form) |  |  |
| 1a. Attach a general location map so that DEQ staff can locate the farm (see the form and instructions for additional information that is required) |  |  |
| 2. VPA Form B – Animal Feeding Operations (AFOs) (see the form instructions for additional information that is required) |  |  |
| 2a. Attach a copy of the current Nutrient Management Plan (NMP) written, by a certified nutrient management plan writer, for the farm |  |  |
| 2b. Attach a copy of the approval letter from the Department of Conservation and Recreation for the current NMP |  |  |
| 2c. Attach a site plan (map) of entire AFO which identifies the structures and landscape features (see VPA Form B Section IX. G. for specific items to include on the map) |  |  |
| 3. Local Government Ordinance Form |  |  |

| **For a complete application, indicate if the documents are being submitted at the time of application:** | **Included (Y, N, N/A, or On-file with Dept.)** | **Page Number(s)**  **Or Location(s)** |
| --- | --- | --- |
| Farm Operating Manual |  |  |
| Groundwater Monitoring Plan (if applicable) |  |  |

**Optional Items to Assist in Expediting Processing:**

| **Information** | **Included (Y, N, N/A, or On-file with Dept.)** | **Page Number(s)**  **Or Location(s)** |
| --- | --- | --- |
| For proposed farms: submit the site plans for the farm |  |  |
| For proposed waste storage facilities: submit the engineering plans and specifications for the proposed waste storage facility. (also see VPA Form B Section IV. G. for specific information to include) |  |  |

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"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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 that there are significant penalties for submitting false information."

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*Applicant Printed Name*

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*Applicant Signature Date*