**Texas Commission on Environmental Quality**

# Template and Instructions for the Plain Language Summary for a Concentrated Animal Feeding Operation (CAFO) Permit Application

This template is a guide for developing a plain language summary for a CAFO permit application as required by the TCEQ Public Participation Plan and Language Access Plan. You may modify the template as necessary to accurately describe your facility as long as the summary includes the following information: (1) the function of the proposed site or facility; (2) the expected output of the proposed site or facility; (3) the expected pollutants that may be emitted or discharged by the proposed site or facility; and (4) how the applicant will control those pollutants, so that the proposed or existing CAFO facility will not have an adverse impact on human health or the environment.

Fill in the blanks below to describe your facility and application in plain language. Instructions and examples are provided below. Make any other edits necessary to improve readability or grammar and to comply with the rule requirements.

If a bilingual education program is required by the Texas Education Code at the nearest elementary or middle school to the facility or proposed facility, you must also complete the Plain Language Summary Template (Spanish) or provide a translated copy of the completed English plain language summary in the appropriate alternative language if different from Spanish as part of your application package for CAFO Permit Applications.

If No, complete the English template only.

If you have any questions about this template, contact the TCEQ Water Quality Division at (512) 239-4671.

You must submit this template with any of these applications or forms:

* CAFO General Permit Notice of Intent Application, for a new or significant expansion (form number TCEQ 20111)
* Notice of Change, for substantial change (form number TCEQ 20511)
* CAFO Individual Permit Application for new, renewal, major or minor amendment (form number TCEQ 000728)

# ENGLISH LANGUAGE TEMPLATE FOR CAFO PERMIT APPLICATIONS

*The following summary is provided for this pending water quality permit application being reviewed by the Texas Commission on Environmental Quality as required by the TCEQ Public Participation Plan and Language Access Plan. The information provided in this summary may change during the technical review of the application and is not a federal enforceable representation of the permit application.*

1. Applicant’s Name: Click or tap here to enter text.
2. Enter [Customer Number](https://www15.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch): Click or tap here to enter text.
3. Name of facility: Click or tap here to enter text.
4. Enter [Regulated Entity Number:](https://www15.tceq.texas.gov/crpub/index.cfm?fuseaction=regent.RNSearch) Click or tap here to enter text.

1. Provide your permit Number: Click or tap here to enter text.
2. Facility Business: Click or tap here to enter text.
3. Facility Location: Click or tap here to enter text.
4. Application Type: Click or tap here to enter text.
5. Description of your request: Click or tap here to enter text.
6. Potential pollutant sources at the facility include (list the pollutant sources): Click or tap here to enter text.
7. The following best management practices will be implemented at the site to manage pollutants from the listed pollutant sources (describe the best management practices that are used): Click or tap here to enter text.

Unless otherwise limited, manure, sludge, or wastewater will not be discharged from a land management unit (LMU) or a retention control structure (RCS) into or adjacent to water in the state from a CAFO except resulting from any of the following conditions:

1) a discharge of manure, sludge, or wastewater that the permittee cannot reasonably prevent or control resulting from a catastrophic condition other than a rainfall event;

2) overflow of manure, sludge, or wastewater from a RCS resulting from a chronic/catastrophic rainfall event; or

3) a chronic/catastrophic rainfall discharge from a LMU that occurs because the permittee takes measures to de-water the RCS if the RCS is in danger of imminent overflow.

**PLANTILLA DE IDIOMA ESPAÑOL PARA SOLICITUDES DE PERMISO CAFO**

*El siguiente resumen se proporciona para esta solicitud de permiso de calidad del agua pendiente que está siendo revisada por la Comisión de Calidad Ambiental de Texas según lo requerido por el Plan de Participación Pública y el Plan de Acceso al Idioma de la TCEQ. La información proporcionada en este resumen puede cambiar durante la revisión técnica de la solicitud y no es una representación federal exigible de la solicitud de permiso.*

1. Nombre del Solicitante: Haga clic o toque aquí para introducir el texto.
2. Introduzca [el Número de Cliente](https://www15.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch): Haga clic o toque aquí para ingresar el texto.
3. Nombre de la Instalación: Haga clic o toque aquí para introducir el texto.
4. Introduzca [el Número de Entidad Regulada:](https://www15.tceq.texas.gov/crpub/index.cfm?fuseaction=regent.RNSearch) Haga clic o toque aquí para introducir el texto.
5. Proporcione su Número de Permiso: Haga clic o toque aquí para introducir el texto.
6. Negocio de Instalación: Haga clic o toque aquí para introducir texto.
7. Ubicación de la Instalación: Haga clic o toque aquí para introducir texto.
8. Tipo de Solicitud: Haga clic o toque aquí para introducir texto.
9. Descripción de su solicitud: Haga clic o toque aquí para introducir el texto.
10. Las fuentes potenciales de contaminantes en la instalación incluyen (liste las fuentes contaminantes): Haga clic o toque aquí para introducir el texto.
11. Las siguientes mejores prácticas de gestión se implementarán en el sitio para gestionar los contaminantes de las fuentes contaminantes listadas (describa las mejores prácticas de gestión que se utilizan): Haga clic o toque aquí para introducir el texto.

A menos que se limite lo contrario, el estiércol, los lodos o las aguas residuales no se descargarán de una unidad de gestión de la tierra (LMU, por sus siglas en inglés) o una estructura de control de retención (RCS, por sus siglas en inglés) hacia o adyacente al agua en el estado de una CAFO, excepto como resultado de cualquiera de las siguientes condiciones:

1) una descarga de estiércol, lodos o aguas residuales que el permisionario no pueda prevenir o controlar razonablemente como resultado de una condición catastrófica que no sea un evento de lluvia;

2) desbordamiento de estiércol, lodo o aguas residuales de un RCS como resultado de un evento de lluvia crónico/catastrófico; o

# 3) una descarga de lluvia crónica/catastrófica de una LMU que ocurre porque el permisionario toma medidas para desaguar el RCS si el RCS está en peligro de desbordamiento inminente.

# Instructions to Complete the Summary

1. Enter the name of applicant in this section. The applicant name should match the name associated with the customer number.
2. Enter the Customer Number in this section. Each Individual or Organization is issued a unique 11-digit identification number called a CN (e.g. CN123456789). You may search for your CN from this web address: [Customer Number](https://www15.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch).
3. Enter the name of the facility in this section. The facility name should match the name associated with the regulated entity number.
4. Enter the Regulated Entity number in this section. Each site location is issued a unique 11-digit identification number called an RN (e.g. RN123456789). You may search for your RN from this web address: [Regulated Entity Number](https://www15.tceq.texas.gov/crpub/index.cfm?fuseaction=regent.RNSearch)
5. Provide the permit number that the TCEQ assigned to your site. GP starts with TXG92 and four numbers. IPs start with WQ000\_\_\_\_000.
6. Enter a description of the facility in this section. For example, Dairy cattle milk production facility; dairy heifer replacement production facility; beef cattle production facility; young calves production facility or cow/calf operation; chicken egg laying production facility; chicken broiler production facility; sheep/goat production facility; swine production facility
7. Enter the location of the facility in this section. If the site has a physical address such as 12100 Park 35 Circle, Austin, TX 78753 enter it in this section, but if not provide the location description in the space.
8. Provide the application type in this section.
9. CAFO general permit authorization: select the applicable type from the following list:

* New authorization for a facility not currently authorized
* Significant expansion
* Substantial change

1. CAFO Individual Permit: select the applicable type from the following list:

* New
* Renewal
* Major Amendment
* Minor Amendment

1. Provide a detailed description of the proposed changes to the site to be authorized if you are already authorized and you are proposing some changes to your permit (IP) or authorization (GP).

If you are requesting a new permit or authorization, provide the number of animals, the number of acres that will be available for land application, list of main crops, and number of lagoons to be authorized.

1. List all potential pollutant sources expected at the facility in this section. For example, you may refer to page one of the technical information packet in this application.
2. Enter a description of the best management practices used at your facility. Include a description of each process, starting with initial treatment and finishing with the point of disposal. For example, process generated wastewater and stormwater are stored in a lagoon (RCS) until land applied through irrigation, and manure and sludge are stockpiled in the drainage area of the RCS until land applied or hauled offsite for beneficial use.

# Below is an Example of a Completed Summary

**Individual Permit Application for a Concentrated Animal Feeding Operation**

*The following summary is provided for this water quality permit application being submitted for review by the Texas Commission on Environmental Quality as required by 30 Texas Administrative Code Chapter 39. The information provided in this summary may change during the technical review of the application and is not a federal enforceable representation of the permit application*.

1. Spotted Cow Dairy, LLC
2. CN600000000
3. Spotted Cow Dairy
4. RN1000000000
5. WQ0000000000
6. This facility confines 4,100 head dairy cattle, of which 3,500 head are milking cows. The facility main production area is located on the west side of County Road 8000, approximately one mile south of the intersection of County Road 60 and Highway 11, east of Hico in Hamilton County, Texas. The dairy facility has twelve (12) land management units (LMUs) with the following acreage: LMU #1 - 25, LMU #1A – 45, LMU #2 - 19, LMU #3 - 15, LMU #4 – 59, LMU #5 – 54, LMU #6 – 48, LMU #7 – 35, LMU #8 – 44, LMU #9 – 7, LMU #10 – 6, and LMU #14 – 26; and two (2) retention control structures (RCSs), one Earthen Slurry Basin, one Concrete Slurry Basin, three Earthen Settling Basins, and two Concrete Settling Basins. The RCSs total required capacities without freeboard (acre-feet) are RCS #1 – 67.84 and RCS #2 – 5.24. There are ten onsite water wells (Wells #1 through #10), of which Wells #1, #5 and #6 are plugged. The facility also owns a calf ranch facility and one retention control structure (RCS) RCS #3. The facility is located in the drainage area of the North Bosque River in Segment No. 1226 of the Brazos River Basin.
7. The facility main production area is located on the west side of County Road 80, approximately one mile south of the intersection of County Road 2361 and Highway 6, east of Hico in Hamilton County, Texas.
8. This application is for a major amendment to the permit.
9. The changes include the increase in the number of milking cows from 3500 to 4100 head, the addition of a cross ventilated barn a pen area.
10. Potential pollutant sources at the site include: manure and manure stockpiles, wastewater, sludge, dust, inorganic fertilizers, fuel storage tanks, and compost.
11. The following best management practices will be implemented at the site to manage pollutants from the listed pollutant sources: process generated wastewater and stormwater are stored in a lagoon (RCS) until land applied through irrigation, and manure and sludge are stockpiled in the drainage area of the RCS until land applied or hauled offsite for beneficial use.

Manure, sludge, and wastewater generated by the CAFO will be retained and used in an appropriate and beneficial manner in accordance with a certified site- specific nutrient management plan; and wastewater will be contained in RCSs properly designed ((25-year frequency 10-day duration (25 year/10 day), constructed, operated and maintained according to the provisions of the permit.

Manure, sludge, or wastewater will not be discharged from a LMU or a retention control structure (RCS) into or adjacent to water in the state except under the following conditions:

* a discharge of manure, sludge, or wastewater that the permittee cannot reasonably prevent or control resulting from a catastrophic condition other than a rainfall event;
* overflow of manure, sludge, or wastewater from a RCS resulting from a chronic/catastrophic rainfall event; or
* a chronic/catastrophic rainfall discharge from a LMU that occurs because the permittee takes measures to de-water the RCS if it is in danger of imminent overflow.

Any discharges initiated under the above conditions will be sampled for the following potential pollutants: 5 Day Biochemical Oxygen Demand (BOD5), Escherichia coli, Total Dissolved Solids (TDS), Total Suspended Solids (TSS), Nitrate (N), Total Phosphorus, Ammonia Nitrogen and Pesticides.