IOWA DEPARTMENT OF NATURAL RESOURCES
SOLID WASTE COMPOSTING (COM) INSPECTION FORM

Permit No.: _____ -SDP- _____ - _____ P-COM County: _____

Facility Name: _____ Phone Number: _____

Facility Address: _____ City/State/Zip: _____

Responsible Official: _____ Phone Number: _____

Mailing Address: _____ City/State/Zip: _____

Person(s) Present: 1. _____

2. _____

3. _____

Date of This Inspection: _____ Date of Last Inspection: _____

*Be advised your facility may require, due to either SIC code or onsite management practices, an NPDES General Permit #1 (Stormwater permit).

IAC 567 Chapter 102.5 and 567-100.9: General Requirements for all Composting Facilities		Yes	No	NA
102.5(1)	Siting requirements: Does the composting facility meet the following setback distance requirements: • 500 feet from any existing inhabited residence - not including the residence of the person owning/operating the compost facility at the time the application was received by the department	☐	☐	☐
	• Facility is outside of a wetland	☐	☐	☐
	• 200 feet from a public well	☐	☐	☐
	• 100 feet from a private well	☐	☐	☐
	• 50 feet from a property line	☐	☐	☐
	• 100 feet from flowing or intermittent streams, lakes, or ponds	☐	☐	☐
	• Outside of a wetland	☐	☐	☐
102.5(2)"a"	Is water prevented from running onto the composting facility from adjacent land?	☐	☐	☐
102.5(2)"b"	Is management or disposal of contact water and stormwater in accordance with 567-Chapter 60 (if applicable).	☐	☐	☐
102.5(2)"c"	Is the facility designed, constructed, and maintained so as to minimize ponding of water and is any ponding that does occur being corrected within 48 hours after the termination of the event causing the ponding?	☐	☐	☐
102.5(2)"d"	Is composting not done in-vessel done on a surface that will permit accessibility during periods of inclement weather?	☐	☐	☐
	Is the receiving, processing, production, and curing taking place on a surface of asphalt, concrete, compacted granular aggregate, clay, or similar relatively impermeable material? Composting facilities that only compost Type A feedstocks may have a surface of compacted soil.	☐	☐	☐
	Is the surface maintained in a condition that prevents infiltration to the groundwater?	☐	☐	☐
102.5(2)"e"	Is in-vessel composting done in a container that does not leak, prevents access by vectors, and provides adequate aeration.	☐	☐	☐
102.5(3)"a"	Are aerobic conditions being maintained?	☐	☐	☐
102.5(3)"b"	Is the composting facility free of unsecured trash at the end of each operating day?	☐	☐	☐
102.5(3)"c"	Is non-compostable waste removed or stored in a container or containment area and recycled or disposed of at a permitted sanitary disposal project?	☐	☐	☐

102.5(3)“d” and 100.9(4)	Are organic materials managed to minimize odors, dust, noise, litter, contact water, fire and scavenging by vectors?	☐	☐	☐
102.5(3)“e”	Is composting performed in a manner that minimizes the formation of contact water?	☐	☐	☐
102.5(3)“f”	Is storage of cured compost limited to 18 months unless written approval was granted from the department?	☐	☐	☐
102.5(3)“g” and “h”	Is the amount of human-inert materials such as glass, metal, and plastic in the finished compost less than 1.5 percent by dry weight and smaller than 13mm (0.512 inches)? Finished compost may contain bones that have not fully decomposed	☐	☐	☐
100.9(7)	Are major internal roads of all-weather construction and maintained in good condition? Is dust controlled on internal roads?	☐	☐	☐
100.9(7)	If the site is open to the public, does it have a permanent sign posted at the site entrance specifying: a. Name of the operation. b. Site permit number. c. Hours and days the site is open. d. Telephone number.	☐	☐	☐

Comments:

IAC 567 Chapter 102.6[455D]: Tier 1 Composting Facility		Yes	No	NA
102.6	Is the facility a Tier 1 compost facility? If yes, there are no additional requirements. If no, continue to next section. A Tier 1 compost facility is a facility that composts an unlimited amount of Type A, Type B, or both feedstocks generated on the premises and up to a total of 250 tons per year of Type A, Type B, or both feedstocks generated off site.	☐	☐	☐

Comments:

IAC 567 Chapter 102.7: Tier 2 Composting Facility		Yes	No	NA
102.7	Is the facility a Tier 2 compost facility? If yes complete this section. If not continue to the next section. A Tier 2 composting facility is a facility that composts an unlimited amount of Type A feedstock generated on premises, off premises, or both; an unlimited amount of Type B feedstocks generated on the premises; and up to 250 tons per year of Type B feedstocks generated off the premises.	☐	☐	☐
102.7(1)	Has the facility provided notification to the department?	☐	☐	☐
102.7(2)	Is the facility’s feedstock receiving, processing, and storage areas must be clearly defined?	☐	☐	☐
102.7(3)	Has an annual report been submitted for the previous fiscal year?	☐	☐	☐
102.7(4)	Is the person responsible for daily operations a certified compost operator? (Beginning September 23, 2027)	☐	☐	☐

Comments:

IAC 567 Chapter 102.8: Tier 3 Composting facility		Yes	No	NA
102.8	Is the facility a Tier 3 compost facility? If yes complete this section. If not continue to the next section. A Tier 3 composting facility is a facility that composts an unlimited amount of Type A feedstock generated on or off the premises, an unlimited amount of type B feedstock generated on the premises, and up to 1,000 tons per year type B feedstock generated off premises.	☐	☐	☐
102.8(1)	Has the facility provided notification to the department?	☐	☐	☐
102.8(2)"a"	Has the facility developed and followed an operations plan that describes operational procedures? Has the operations plan been reviewed annually and updated when there is a change to procedures, equipment, or feedstocks being processed?	☐ ☐	☐ ☐	☐ ☐
102.8(2)"b"	Is the person responsible for daily operations a certified compost operator?	☐	☐	☐
102.8(2)"c"	Are feedstocks with free liquid mixed with drier feedstocks, bulking material, or compost so that the liquid is promptly absorbed and not allowed to flow as free liquid from the compost piles or windrows? Is free liquid that is not absorbed managed as contact water?	☐	☐	☐
102.8(2)"d"	Is contact water directed to a containment, recycling, treatment system, or any combination of the three?	☐	☐	☐
102.8(2)"e"	Is all incoming Type B feedstocks processed into the active composting pile, transferred to leak-proof containment, or mixed with bulking material and covered in a manner that minimizes nuisance odors and scavenging by vectors by the end of each operating day?	☐	☐	☐
102.8(2)"f"	Is the person responsible for daily operations a certified compost operator? (Beginning September 23, 2027)	☐	☐	☐
102..8(3)	Has an annual report been submitted for the previous fiscal year?	☐	☐	☐

Comments:

IAC 567 Chapter 102.9: Tier 4 Composting Facility		Yes	No	NA
102.9	Is the facility a Tier 4 compost facility? If yes complete this section. A Tier 4 compost facility is a facility that composts any amount of Type A, B, and C feedstock.	☐	☐	☐
102.9(1)	Has a permit been issued for this facility?	☐	☐	☐
102.9(1)"g"	Is the person responsible for daily operations a certified compost operator?	☐	☐	☐
102.9(2)"a"	Do operations take place on a foundation that will permit accessibility during periods of inclement weather? Is the foundation maintained and repaired, as needed?	☐	☐	☐
102.9(2)"b"	Does the base: • Support the load of the equipment, vehicles, materials, and d all operations for the duration of the permit periods? • Have sufficient slope to prevent surface ponding and to transmit contact water to a containment structure to prevent liquids from entering surface water or groundwater? • Have a wearing surface consisting of asphalt, concrete, compacted granular aggregate, or similar relatively impermeable material?	☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐
102.9(3)"a"(1)	Is access restricted with a lockable gate at the entrance and perimeter access	☐	☐	☐

	controlled by a fence or natural barrier approved by the department?			
102.9(3)“a”(2)	Is access only allowed when an employee, agent, or representative of the facility is on duty?	☐	☐	☐
102.9(3)“a”(3)	Is emergency access provided and fire lanes maintained as to provide access to firefighting equipment as required by the local fire department?	☐	☐	☐
102.9(3)“b”	Are all putrescible materials received incorporated into the composting process within 24 hours of receipt? (Note: Extra time for storage is allowed for these materials if specified in the plan and approved by the department)	☐	☐	☐
102.9(3)“c”	Is the compost processing time and temperatures meeting Process to Further Reduce Pathogens (PFRP) requirements in B.1 of 40 CFR Part 503, Appendix B, and producing compost that meets the stability necessary for the intended use? Unless otherwise approved, is the permit holder taking twice weekly temperature readings and weakly moisture levels?	☐	☐	☐
102.9(3)“d”	Is contact water directed to a containment, recycling, or treatment system that prevents prohibited discharges to the stormwater system or a surface water? Does the containment system have a minimum of one foot of freeboard at all times?	☐	☐	☐
102.9(3)“e”	Is the person responsible for daily operations a certified compost operator?	☐	☐	☐
102.9(3)“f”	Is a visual inspection of the facility conducted and documented on a quarterly basis at a minimum? If deficiencies are discovered during the visual inspection, are actions taken to correct the deficiency shall be documented?	☐	☐	☐
102.9(4)“a”	Does the finished compost meet one of the following? • Density of fecal coliform is less than 1000 MPN per gram of total solids (dry weight basis), OR • Density of Salmonella sp. bacteria in compost shall be less than 3 MPN per four grams of total solids (dry weight basis)	☐ ☐	☐ ☐	☐ ☐
102.9(4)“b”	Is the concentration of the following metals in the finished compost less than or equal to the following? **METAL** — **CONCENTRATION mg/kg dry weight** Arsenic (As) — 41 Cadmium (Cd) — 39 Copper (Cu) — 1,500 Lead (Pb) — 300 Mercury (Hg) — 17 Nickel (Ni) — 420 Selenium (Se) — 36 Zinc (Zn) — 2,800	☐	☐	☐
102.9(5)	Are the following records being maintained by the facility for a period of three years, kept at the facility at all times, and submitted to the department upon request? a. Analytical results described in 102.9(5). b. Types and weight of compostable materials and bulking agent, in tons, accepted at the facility annually. c. Weight of compost, in tons, removed from the facility annually. d. A copy of the operations plan, the permit and annual reports. e. Documentation of the volumes and dates of treatment, recycling, or disposal of unused contact water. f. Documentation of visual inspections conducted pursuant to 102.9(4)"f".	☐	☐	☐
102.9(6)	Was an annual report for the previous fiscal year beginning July 1 and ending June 30 submitted to the department?	☐	☐	☐

Comments:

Summary of Requirements	Compliance Date:

Summary of Reminders

Summary of Recommendations

Attach facility photos (if applicable) separately.

Inspector: _____ Reviewer: _____

Date: _____ Date: _____