



Agricultural Impact Statement (AIS) Program Reference Document Regarding Notification of Non-Significant Acquisitions and Summary Agricultural Impact Notifications (AIN)

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Introduction

This reference document describes how a project initiator will notify the AIS program for projects with less than five acres of impact to any single farm operation, pursuant to DATCP's discretionary power according to Wis. Stat. § 32.035(4)(a). Projects with five or more acres of impacts to a single farm operation shall notify the AIS program in accordance with Wis. Stat. § 32.035(3), unless otherwise exempt.

Within this reference document, the term "Farm operation" is defined according to Wis. Stat. § 32.035(1)(b):

"Farm operation" means any activity conducted solely or primarily for the production of one or more agricultural commodities resulting from an agricultural use, as defined in s. 91.01 (2), for sale and home use, and customarily producing the commodities in sufficient quantity to be capable of contributing materially to the operator's support.

A. Less than 1.0 acre of Impact to a Single Farm Operation: Non-Significant Acquisitions

Non-significant acquisition projects are characterized by the comparatively minor amount (less than 1.0 acre) of impact to any one farm operation and whereas the loss of or impact to this agricultural land would not have a significant adverse effect on a farm operation. Refer to Table 1 to determine if the potential project qualifies as a non-significant acquisition. To qualify as a non-significant acquisition project, the project must have less than 1.0 acre of impact to any one farm operation and not have any of the significant impacts listed in Table 1.

- **Reporting a Qualifying Non-significant Acquisition Project:** Project initiators **shall report** the project name and/or ID number, type¹, location and a statement confirming the project satisfies non-significant project requirements to the AIS program e-mail datcpAgImpactStatements@wisconsin.gov.
- **Reporting a Significant² Impact Acquisition Project:** Projects with less than 1.0 acre of impact to any one farm operation, which contain any of the significant² project impacts listed in Table 1 **shall be reported** to the AIS program according to Section B - *Summary AIN* and sent via e-mail to datcpAgImpactStatements@wisconsin.gov.

Table 1: A qualifying non-significant acquisition project must have less than 1.0 acre of impact to any one farm operation and not have any of the significant agricultural impacts listed herein.

Significant ² Project Impacts	Notification Required (Y/N)
Removal of Farm Residence	Y
Removal of Farm Operation Building	Y
Loss of Access to an Aspect of a Farm Operation	Y
Loss of Livestock Related Infrastructure (e.g. manure storage, grain/feed storage areas or feedlot)	Y

¹ Report project type as: Road or Highway, Airport, Pipeline, Electric - transmission | substation | facility, Park, School, Water | Sewer Treatment, Other: explain

² In this document, the application of word "significant" is specific to its use under Wis. Stat. § 32.035(4)(a)

B. 1.0 to 5.0 acres of Impact to a Single Farm Operation: Summary AIN

A summary AIN provides the AIS program with enough information to determine if a proposed project will be released from the requirement to prepare an AIS according to Wis. Stat. § 32.035(4)(a). DATCP will respond to a summary AIN with a letter either requiring or releasing the project from requirements to prepare an AIS. Should the AIS program determine, based on a summary AIN, a proposed project requires an AIS, the project initiator must prepare and submit a formal AIN as required in Section C.

Projects Requiring a Summary AIN Include:

- Projects containing between 1.0 – 5.0 acres of impact to any one farm operation
- Projects containing less than 1.0 acre of impact to any one farm operation when any of the significant project impacts shown in Table 1 affect a farm operation.

Wisconsin Department of Transportation (WisDOT) – Highway should complete a summary AIN in accordance to [Section 20-45-40](#) of the Facilities Development Manual. All projects, including WisDOT-Highway projects, with 5.0 or more acres to any one farm operation of impact shall prepare and submit a formal AIN as required in Section C.

To complete a Summary AIN, prepare the following summary project information:

1. A written project description (1-2 pages) that includes:
 - a) Project contact
 - b) Project billing contact (if not the project contact)
 - c) A brief project description
 - d) Project location (county, town, city, village)
 - e) Project timing (start/end dates)
 - f) Whether agricultural lands (defined as cropland, pasture, fallow fields, woodland areas, specialty crop/fields, farm residences/buildings, or other lands that serve an agricultural purpose) are impacted
 - g) How the agricultural lands will be acquired (easement, lease, fee-simple etc.).

NOTE: References to other state agency documents (e.g. Public Service Commission, WisDOT, WI Department of Natural Resources) may be included, however include either direct hyperlinks to the documents or provide electronic copies of documents.

2. A table or excel spreadsheet documenting how much agricultural land (defined in point #1(f) above) is impacted, impacted parcel number and landowners, type of acquisition (i.e. temporary and/or permanent easements, fee-simple etc.) for each alternative. Do not report acquisitions of non-agricultural lands.
3. Maps and/or pictures and engineering plans documenting the location of the project and project related agricultural impacts. Please include some sort of identifying features in the map, generally at least nearby roads and parcel numbers. *NOTE: GIS data is not required for a summary notification.*
4. Send completed summary AINs to datcpAgImpactStatements@wisconsin.gov

C. More than 5.0 acres of Impact to a Single Farm Operation: Formal AIN

Projects containing more than 5.0 acres of impact to any one farm operation are not eligible for the summary AIN process and shall complete a formal AIN. Project initiators should go to the [Agricultural Impact Statements: Notification Forms](#) website to obtain the current version of the applicable AIN for the type of project being proposed. The AIS program maintains AIN forms for non-linear (i.e. a project comprised of a defined site), road & highway, airport, pipeline, electric transmission, and railroad projects.

Complete the formal AIN as directed within the document. Send completed formal AINs to datcpAgImpactStatements@wisconsin.gov