



## Stearns County Permit Application for an Animal Feedlot or Manure Storage Area

Instructions: Complete this form, the MPCA Animal Feedlot or Manure Storage Area Permit Application form and the MMP checklist form (if an MMP is needed) and submit all with the appropriate fee to: Stearns County Environmental Services Department, Stearns County Service Center, 3301 County Rd 138, Waite Park, MN 56387.

**Parcel Number:** \_\_\_\_\_ **County Registration No.:** \_\_\_\_\_ **State Registration No.:** 145-  
 **Interim Permit**     **CSF Permit**     **County-only (non-MPCA)**     **CUP**     **Variance**

### FEEDLOT OWNER AND/OR OPERATOR AGREEMENT:

I hereby certify that I am the owner of the property specified within the application materials or the authorized agent for this Animal Feedlot or Manure Storage Area and that I have read this application and state that all information is true and correct to the best of my knowledge. I agree that all work performed will be in accordance with approved plans, specifications and conditions and to abide by all ordinances of Stearns County regarding actions taken pursuant to this application. I further agree that any plans and specifications submitted herewith will become part of the permit file and further understand that this information shall be considered public information and that an incomplete application shall expire six (6) months from the date of application. Signature of this application authorizes Environmental Services Staff to enter upon the property to perform needed inspections. Entry may be without prior notice.

Signature of Property Owner	Print Name	Date
Signature of Designated Feedlot Operator (If Different Than Property Owner)	Print Name	Date

⇩ **TOWNSHIP USE ONLY** ⇩

- Approve** (For those townships that have a feedlot ordinance, rules, or regulations and require permits for the construction and or operation of animal feedlots).
- Deny** (For those townships that have a feedlot ordinance, rules, and regulations and require permits for the construction and or operation of animal feedlots). *Specify why the permit was denied below.*
- Non-applicable** (This township does not require animal feedlot permits and does not have a feedlot ordinance, rules, or regulations). *Only Stearns County and/or State of Minnesota have jurisdiction.*

**Comments and Requirements from Township (if any apply):**

Township Permit Number:	Expiration Date:
Signature of Township Official	Print Name
Signature of Township Official	Date

⇩ **STEARNS COUNTY ENVIRONMENTAL SERVICES DEPARTMENT USE ONLY** ⇩

All application materials, attachments, necessary documentation, and signatures have been received. This permit application meets the requirements set forth by Stearns County and the State of Minnesota regarding the construction and operation of Animal Feedlots. Therefore this permit application is approved and the Applicant/Permittee/Animal Feedlot Owner or Operator may initiate construction and operation activities.

**General Comments (if any apply):**

Becky Schlorf, Division Supervisor	Date
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**A LIST OF POSSIBLE SETBACKS THAT MAY APPLY TO YOUR PERMIT AND APPLICATION:**

<b>Animal Feedlot Setback Measured From:</b>	<b>Distance (ft):</b>
Residential Dwelling, not on the same parcel as the Animal Feedlot <sup>1,6,7</sup>	700
Platted Lot Line (without establishment of a dwelling) <sup>7, 10</sup>	700
Roads	See chart below

<b>Road Classification</b>	<b>Setback from Road Centerline</b>	<b>Setback from Road Right-of-Way (R.O.W.)</b>
Principal Arterial	150	75
Minor Arterial	120	60
Major Collector	100	50
Minor Collector	100	50
<b>Un-Classified Roads</b>	<b>Setback from Road Centerline</b>	<b>Setback from Road Right-of-Way (R.O.W.)</b>
County Road	100	50
Township Road	63	30
Private Road Esmt.	63	30

<b>Animal Feedlot Setback Measured From:</b>	<b>Distance (ft):</b>
Public Parks (not including trails), Recreational Camping Areas or other similar public uses <sup>1,7</sup>	1000
Cities (official boundaries) <sup>8</sup>	1000
Churches, Schools or FAA approved Airports <sup>1,7</sup>	1000
Shoreland (Lake, Stream or River <sup>2</sup> ) – RA Animal Feedlot	Prohibited <sup>3</sup>
Shoreland Lake <sup>2</sup> – RB Animal Feedlot	1000
Shoreland Stream or River <sup>2</sup> – RB Animal Feedlot	300
Stream, River or Ditch OHWL (Not classified as Shoreland <sup>2</sup> )	100
PWI Wetland or Basin OHWL (Not classified as Shoreland) <sup>4</sup> (PWI is the Minnesota Department of Natural Resources Public Waters Inventory)	500
Wetland types 3, 4 and 5 not on the PWI <sup>4,5</sup>	200
Floodplain (New Animal Feedlots or Replacements or Expansions)	Prohibited
Property lines	50
Non-Agricultural District Boundary <sup>7</sup>	350

<sup>1</sup> The Setback shall be reciprocal.

<sup>2</sup> Shoreland classification as determined by Section 10.2.3 of this Ordinance.

<sup>3</sup> Except as allowed by Minnesota Statute 116.0711; or successor statutes and Section 6.7.3 C of this Ordinance.

<sup>4</sup> The setback may be reduced whenever the waters or wetlands involved are bounded by topographic divides which extend landward from the waters or wetlands for a distance less than the prescribed if minimum structural setbacks are met. Additionally, the Department may reduce the setback when best management practices are being implemented as a part of a plan approved by the Stearns County Environmental Services Department.

<sup>5</sup> Animal feedlots shall meet the minimum structural setbacks from OHWL and bluff in Section 10.2.11 A(1) and (4) of this ordinance.

<sup>6</sup> A one-time 24-foot encroachment may be allowed. See Sections 5.1.2A (3) and 5.1.4 of this Ordinance.

<sup>7</sup> This setback may also apply within cities which have entered into an agreement with the County regarding feedlot setbacks.

<sup>8</sup> Excluding cities which have entered into an agreement with the County regarding feedlot setbacks.

<sup>9</sup> The front property line setback may be reduced to the road setback distance.

<sup>10</sup> Except as otherwise allowed in Section 6.7.5B of this Ordinance.

## SITE SKETCH PAGE WITH APPLICABLE SETBACKS IDENTIFIED

I hereby certify that I am the owner of the property specified within the application materials or the authorized agent for this Animal Feedlot or Manure Storage Area and that I have read this application and state that all information is true and correct to the best of my knowledge. I agree that all work performed will be in accordance with approved plans, drawings, specifications and conditions and to abide by all ordinances of Stearns County regarding actions taken pursuant to this application.

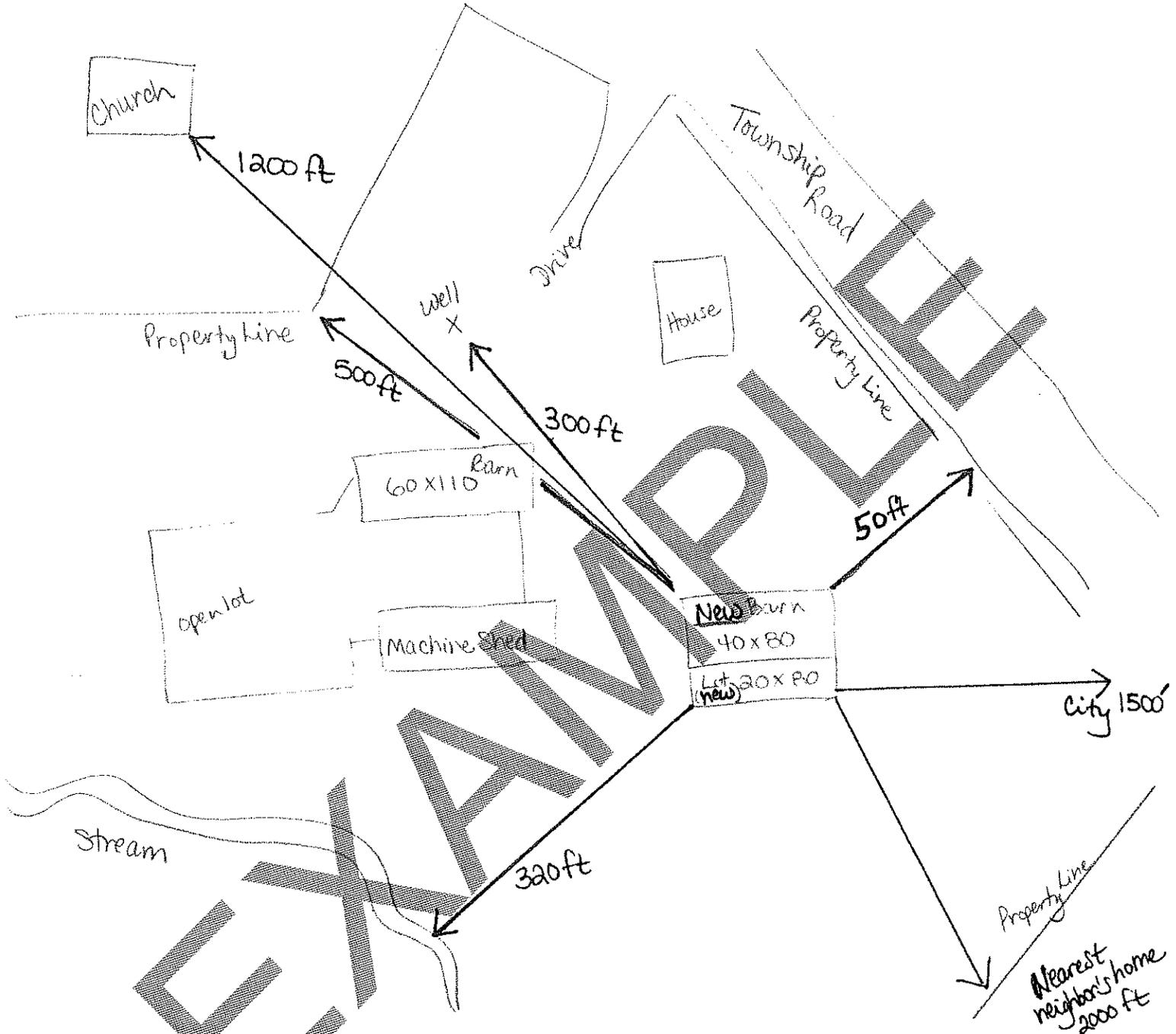
\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

**Link to Stearns County Land Use Restrictions Interactive Mapping Tool:**

<https://co.stearns.mn.us/OnlineServices/InteractiveMapping> OR <https://gis.co.stearns.mn.us/Landuse-Restriction/default.aspx>

**SITE SKETCH PAGE WITH APPLICABLE SETBACKS IDENTIFIED**



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Property Owner Signature \_\_\_\_\_

Date \_\_\_\_\_

**Link to Stearns County Land Use Restrictions Interactive Mapping Tool:**

<https://co.stearns.mn.us/OnlineServices/InteractiveMapping> OR <https://gis.co.stearns.mn.us/Landuse-Restriction/default.aspx>

# Animal feedlot or manure storage area permit application

## CSF and Interim Permit Program

Doc Type: Permit Application

**Applicability:** Use this form to obtain, modify, or extend the term of a construction short form (CSF) or interim permit.  
**Keep a copy of this application form and all submittals for your records.**

**After completing and signing this form, submit it and any required enclosures as instructed below:**

For facilities located in a delegated county, send the signed form and any enclosures to the County Feedlot Officer (CFO). All other facilities must submit this form and any enclosures to the Minnesota Pollution Control Agency (MPCA) as follows:

- Scan and email the signed form and any enclosures to [FeedlotSubmittal.pca@state.mn.us](mailto:FeedlotSubmittal.pca@state.mn.us).
- If submission via email is not possible, you can mail the signed form and any enclosures to:

Attn: Feedlot Master File Staff  
Minnesota Pollution Control Agency  
18 Wood Lake Drive SE  
Rochester, MN 55904

### I. Permit type and reason for application

Feedlot Registration Number: \_\_\_\_\_

Please indicate which type of feedlot permit you are applying for (*choose only one*):

- Construction Short Form     Interim (correcting a pollution hazard)

Please indicate the reason for the permit application (*choose only one*):

- New Permit  
*(No existing CSF or interim permit)*
- Permit Modification  
*(Changes to sites with an existing CSF or interim permit)*
- Permit Extension - Current CSF or Interim Permit number: \_\_\_\_\_  
*(Work not completed prior to permit expiration)*

Indicate below the reason(s) the work may not be completed prior to permit expiration

Estimated amount of time required to complete the work: \_\_\_\_\_  days  months  
 Note: The length of the extension is limited to 24 months for CSF permits and 90 days for interim permits

A permit extension request only requires completion of pages 1 and 6 of this application form (the remaining pages can be left blank).

**Note:** When the notice to neighbors and property owners is applicable (page 6) the content of the notice must include the date the original permit was issued and the new proposed completion date as well as the normally required information.

### II. Owner's name(s) and address(es) - (All partners of a Limited Liability Partnership (LLP) must be listed.)

**Primary owner** – Will be used as the mailing address

**Additional owner** – attach additional sheets as necessary

Name: _____	Name: _____
Address: _____	Address: _____
City: _____ State: _____	City: _____ State: _____
Phone: _____ Zip: _____	Phone: _____ Zip: _____
Email: _____	Email: _____

**Note:** The term owner includes all persons having possession, control, or title to an animal feedlot or manure storage area (including lessees or renters). All owners must be listed. Attach to this application the names, addresses, and phone numbers of all additional owners.

### III. Facility name and site address

### Contact person for day-to-day activities

Site Name: \_\_\_\_\_

Facility is a MN Ag Water Quality Certified Farm (MAWQCP)

Complete if facility address is different than the primary owner address:

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: MN

Phone: \_\_\_\_\_ Zip: \_\_\_\_\_

Name: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Phone: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell phone: \_\_\_\_\_

Email: \_\_\_\_\_

*(General letters/notices may be sent by email where one is indicated.)*

#### IV. Facility location

County: \_\_\_\_\_ Township name: \_\_\_\_\_

Township (26 – 71 or 101 – 168)		Range (1 – 51)		Section (1 – 36)	¼ Section (160 acre) (NW, NE, SW, SE)	¼ of ¼ Section (40 acre) (NW, NE, SW, SE)
T	N	R	W			

#### V. Sensitive features

1. Is any part of the facility within 1,000 feet of any type of surface waters or tile intake?  Yes  No  
 If Yes, select all types below

Lake     River     Stream (Perennial or Intermittent)     Tile Intake  
 Pond     Creek     Ditch     Wetland     Calcareous Fen     Unknown

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2. Is any part of the facility located within 300 feet of a river/stream?  Yes  No

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3. Is any part of the facility located within a delineated flood plain (100 year flood)?  Yes  No

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4. Is any part of the facility located within designated shoreland?  Yes  No

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5. Is any part of the facility located within 1,000 feet of a karst feature? (sinkholes, caves, disappearing springs, resurgent springs, karst windows, dry valleys, or blind valleys)  Yes  No  
 If Yes, complete a. and b. below:

a. Are there 4 or more sinkholes within 1,000 feet?  Yes  No

b. Is any part of the facility within 300 feet of a known sinkhole?  Yes  No

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6. Is any part of the facility located within 1,000 feet of the following types of wells:  Yes  No  
 If Yes, select the applicable well type below:

a community water supply well  
 a well serving a public school as defined under Minn. Stat. § 120A.05  
 a well serving a private school excluding home school sites  
 a well serving a licensed child care center where the well is vulnerable (Minn. R. 4720.5550, subp. 2)

#### VI. Environmental Review (complete when construction or expansion is proposed)

Mandatory environmental review is required when the addition of 1,000 or more animal units (AU) is proposed as part of the construction/expansion at any facility. The threshold when environmental review is mandatory is reduced to 500 AU when any part of the facility is located within a "sensitive area". The facility is within a sensitive area when any of the following apply.

- Any part of the facility is within a delineated floodplain (yes to question 3 above)
- Any part of the facility is within designated shoreland (yes to question 4 above)
- Any part of the facility is within 1,000 feet of a karst feature (yes to question 5 above)
- Any part of the facility is within a vulnerable drinking water supply management area
- Any part of the facility is within a federal, state, or local wild and scenic river district
- Any part of the facility is located within the Minnesota River Project Riverbend area or the Mississippi headwaters area

Additionally mandatory environmental review is required for "Phased actions". Phased actions are defined under Minnesota law (Minn. R. ch. 4410) as two or more projects located in the same geographic area and constructed sequentially within three years of each other by the same proposer. When this is the case, the animal units from all projects are combined to determine if environmental review is required. The following will assist the MPCA to evaluate if your project qualifies as a "phased action".

Do you have ownership interest in another livestock operation that was constructed/expanded within the past three years or are you substantially certain you will be constructing/expanding another livestock operation within the next three years?

Yes  No

If Yes, how far away (straight-line distance) is it located from the project proposed in this application? \_\_\_\_\_ miles

There are also rule provisions to require completion of the environmental review process in the event of a citizen petition or upon the discretion of the MPCA. Please see the MPCA fact sheet entitled "[When is Environmental Review Required for Feedlots](https://www.pca.state.mn.us/quick-links/environmental-review)" (available on the MPCA website at <https://www.pca.state.mn.us/quick-links/environmental-review> and/or Minn. R. 4410 for further details.

## VII. Animal numbers and animal unit (AU) calculation

Complete the table below to identify the **maximum** number of animals housed at that facility. All animal numbers and animal sizes used to complete this table should reflect the animal holding **capacity** of the facility even if the facility does not currently house or propose to house that number of animals. At no time is the number of animals at the facility allowed to exceed the capacity provided below without first obtaining a permit or permit modification.

**Current Capacity** - List the current head count **capacity** for each animal type in column 3 below. For sites with a permit, this should match the currently permitted number of animals. Next, multiply the AU Factor in column 2 by the number of animals listed in column 3 to get the *Current AU Capacity* for each animal type (column 4). Finally, add together all AU's in column 4 to get a total at the bottom of the chart. *If this application is for a brand-new feedlot site leave columns 3 and 4 blank. (ie. bare piece of ground)*

**Final Capacity** - List the final head count **capacity** for each animal type in column 5 below. This number should include current animals plus or minus any expansion or reduction in each animal type. This should reflect the maximum AU capacity requested with this permit application. Next, multiply the AU Factor in column 2 by the number of animals listed in column 5 to get the *Final AU Capacity* for each animal type (column 6). Finally, add together all AU's in column 6 to get a total at the bottom of the chart.

1. Animal type	2. Animal unit factor	Current facility capacity		Final facility capacity (Current +/- Changes)	
		3. Head count	4. Animal units = column 2 x column 3	5. Head count	6. Animal units = column 2 x column 5
<b>A. Dairy cattle</b>					
Mature cow (milked or dry) over 1,000 lbs.	1.4				
Mature cow (milked or dry) under 1,000 lbs.	1.0				
Heifer	0.7				
Calf	0.2				
<b>B. Veal</b>					
Veal	0.2				
<b>C. Beef cattle</b>					
Slaughter steer/heifer, stock cow, or bull	1.0				
Feeder cattle (stocker or backgrounding), heifer	0.7				
Cow and calf pair	1.2				
Calf (weaned)	0.2				
<b>D. Swine</b>					
Over 300 lbs.	0.4				
Between 55 and 300 lbs.	0.3				
Under 55 lbs.	0.05				
<b>E. Horses</b>					
Horse	1.0				
<b>F. Sheep</b>					
Sheep or Lamb	0.1				
<b>G. Chickens with a liquid manure system</b>					
Layer Hens or Broilers	0.033				
<b>H. Chickens with a dry manure system</b>					
Broilers over 5 lbs.	0.005				
Broilers under 5 lbs.	0.003				
Layer Hens over 5 lbs.	0.005				
Layer Hens under 5 lbs.	0.003				
<b>I. Turkeys</b>					
Over 5 lbs.	0.018				
Under 5 lbs.	0.005				
<b>J. Ducks</b>					
Duck (with a liquid manure handling system)	0.01				
Duck (with a dry manure handling system)	0.01				
<b>K. Animals not listed in A to J</b> (AU factor in column 2 = average weight of the animal type divided by 1,000 lbs.)					
Animal type:					
<b>Total animal unit capacity</b>			<b>Current AU capacity</b>		<b>Final AU capacity</b>
Add all numbers in column 4 for Current AU total					
Add all numbers in column 6 for Final AU total					

## VIII. Animal holding areas

Complete the table below for all your animal holding areas.

If you have more than six animal holding areas on your site, continue your list on an additional copy of this page.

### Animal holding area ID

List each animal holding area in a separate column

Facility Site Sketch ID (i.e., #1, A, Barn 1)						
<b>Status:</b> (check one box only) Proposed - not permitted previously Approved - permitted but not yet operational Existing - current operational component Modifying - change to a permitted component	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating
Distance to nearest well (ft.)						
Pasture Access	<input type="checkbox"/> Yes <input type="checkbox"/> No					

### Type of animal holding areas

Write approximate dimensions in feet in the space below

(indicate dimensions and floor type)

(width x length or area with units for irregular shapes)

Total confinement barn (slatted floor)						
Total confinement barn (solid floor)						
Partial confinement barn						
Open lot with runoff controls						
Open lot without runoff controls						
Animal Holding Area Floor Type (check all that apply)	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other

Indicate the maximum capacity (number of animals) of each animal holding area

### Animal numbers

The total number of all animals listed should match the final animal numbers listed on page 3.

Mature dairy cows (over 1,000 lbs.)					
Mature dairy cows (under 1,000 lbs.)					
Dairy heifers					
Dairy calves					
Veal					
Slaughter steer/heifer, stock cow or bull					
Feeder cattle-stocker/background/heifer					
Cow and calf pair					
Beef calves (weaned)					
Swine over 300 lbs.					
Swine between 55 and 300 lbs.					
Swine under 55 lbs.					
Horses					
Sheep or lamb					
All chickens with liquid manure system					
Broiler chickens over 5 lbs. - dry system					
Broiler chickens under 5 lbs. - dry system					
Laying hens over 5 lbs. - dry system					
Laying hens under 5 lbs. - dry system					
Turkeys - over 5 lbs.					
Turkeys - under 5 lbs.					
Ducks					
Other:					

## IX. Manure handling, feed storage, and dead animal areas

Complete the table below for your manure storage, feed/silage storage areas and dead animal disposal areas on your site. If you have more than six manure storage, feed/silage storage, and dead animal management areas on your site, continue your list on an additional copy of this page.

### Manure, feed, or dead animal areas *List each manure handling, feed storage, and dead animal area in a separate column*

Facility Site Sketch ID (i.e., #1, A, Basin 1)						
<b>Status:</b> (check one box only) <i>Proposed</i> - not permitted previously <i>Approved</i> - permitted but not yet operational <i>Existing</i> - current operational component <i>Modifying</i> - change to a permitted component	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating	<input type="checkbox"/> Proposed <input type="checkbox"/> Approved <input type="checkbox"/> Existing <input type="checkbox"/> Modifying <input type="checkbox"/> Eliminating
Distance to nearest well (ft.)						

### Type of liquid manure or process wastewater storage/treatment areas (indicate dimensions) *Write approximate top dimensions in feet in the space below (width x length x depth or volume with units for irregular shapes)*

Earthen or GCL lined basin						
Below barn concrete tank						
In-ground concrete tank/basin (outdoor)						
Above-ground concrete tank						
Synthetic lined (HDPE, EPDM, etc.) basin						
Steel tank (i.e., slurry-store)						
Composite lined (2 liner types) basin/tank						
Vegetated Infiltration Area						
Other (describe):						

### Type of solid manure, feed storage, and dead animal areas (indicate dimensions and floor type) *Write approximate dimensions in feet in the space below (width x length or area with units for irregular shapes)*

Permanent Stockpile						
Dead Animal Management Area						
Covered Feed Storage Area						
Uncovered Feed Storage Area						
Sweet Corn Silage Storage Storage Pad Area						
Tonnage on site at any one time						
Other (describe):						
Stockpile, Feed Storage, or Mortality Area Floor/Liner Type (check all that apply)	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other	<input type="checkbox"/> Concrete <input type="checkbox"/> Asphalt <input type="checkbox"/> Soil <input type="checkbox"/> Other

## X. Changes to groundwater monitoring plan (complete only if applicable)

If groundwater monitoring is required at the facility, this application can request changes to the MPCA-approved groundwater monitoring plan. In order to request changes to the groundwater monitoring plan, please indicate the type of change requested.

- Elimination of monitoring                       Change to sampling frequency  
 Change to sample testing protocol               Other

When a change is requested, please include with this permit application documentation from a qualified professional that provides a technical analysis and justification for the requested changes.

## XI. Non-delegated county public meeting minutes (complete only if applicable)

A county which has not accepted delegation of the feedlot program must hold a public meeting prior to issuance of a feedlot permit by the MPCA for an animal feedlot with a capacity of 300 or more animal units.

Date meeting has occurred or is scheduled to occur: \_\_\_\_\_

### Verification of public meeting.

A copy of the meeting minutes must be provided to the MPCA for verification of completion prior to permit issuance.

## XII. 500 or more AU: Notice to residents and property owners within 5,000 feet

**When required.** A notice is required in *either* of the following situations:

- **Construction of a new** feedlot, or manure storage area, which will have a capacity of 500 AU or more.
- **Expansion of an existing** feedlot, or manure storage area, which currently has, or will have upon completion of the expansion, a capacity of 500 AU or more.

**Notice methods.** The owner shall not less than 20 business days before the anticipated issuance date of the permit, provide notice to each resident and each owner of real property within 5,000 feet of the perimeter of the proposed facility. This notice *must* include, at a minimum, the information provided in Minn. R. 7020.2000, subp.4.

An example notice can be found in the factsheet *Permit Notification Requirements – Feedlots with more than 500 Animal Units* available on the MPCA website <https://www.pca.state.mn.us/sites/default/files/wq-f3-09.pdf>.

**Verification of notice.** The MPCA must verify that this notice has been completed prior to permit issuance. Documentation that this notice has been completed can be provided with the permit application (preferred) or submitted at a later date, prior to permit issuance.

### ***When the notice has been completed prior to this application***

Please include with this application one of the following to provide verification that the required notice has been completed:

- An affidavit of publication from a newspaper of general circulation used to provide this notification.
- A list of all parties, with their location, that were notified by certified mail and copies of all signed mail return receipts.
- A list of all parties, with their location, that were personally visited with a date and signature from each party and certification signed by a notary public indicating in detail what was discussed.

### ***When the notice has not been completed prior to this application***

Please include with this permit application both of the following:

- A copy of the content of the notification
- Date notification is scheduled to occur: \_\_\_\_\_

Note: The permit cannot be issued prior to receiving verification that the notice has actually taken place. This verification must be one of the three items listed above.

## XIII. Certifications and signature

### **Notification to local officials**

The Applicant certifies that, if the application includes construction of a new facility or expansion of an existing facility, all local zoning authorities have been notified in accordance with Minn. R. 7020.2000 subp. 5.

### **Construction Stormwater (CSW) Requirements**

The Applicant certifies that, if construction will disturb 5 or more acres, they have made a separate application for a CSW permit. For construction activities that disturb at least 1 acre but less than 5 acres, the Applicant certifies to comply with the requirements of the current CSW NPDES general permit (Minn. R. 7090.2020 provides permit coverage even though no application has been made).

### **Need for NPDES or SDS permit**

If the MPCA determines that a NPDES or SDS permit is required, the Applicant certifies that this application will serve as an application for a NPDES or SDS permit, as appropriate. The Applicant agrees to submit additional information, as requested by the MPCA, in order to complete the NPDES or SDS permit application process including payment of the applicable permit application fee.

### **Applicant Signature**

I hereby certify that the design, construction, and operation of the facility will be in accordance with this application and plans, specifications, reports, and related communications approved by the MPCA, and in accordance with applicable permit conditions or regulations/standards of the MPCA. I also certify under penalty of law that this document and all attachments were prepared under my direction or supervision and 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, including the possibility of fine and imprisonment for knowing violations.

The person that signs this application must be one of the following:

- A. For a corporation, a principal executive officer of at least the level of vice president
- B. For a partnership, a general partner
- C. For a sole proprietorship, the proprietor

Print name: \_\_\_\_\_ Print official title: \_\_\_\_\_

Office phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To sign up for electronic communications including the MPCA feedlot newsletters, please go to the MPCA website at <https://public.govdelivery.com/accounts/MNPCA/subscriber/new>.

## Required enclosures (Permit applications submitted without all required enclosures are incomplete.)

All forms are available on the [CSF & Interim permits](https://www.pca.state.mn.us/feedlots) page of the MPCA feedlot program website at:  
<https://www.pca.state.mn.us/feedlots>

- A. A site sketch/aerial photograph indicating the location of the existing and proposed facility components.
- B. A Manure/Nutrient Management Plan (MMP) – The following are optional forms to assist with MMP development:

When **all** manure is transferred to another entity for utilization, complete a MMP using the form:

[MMP requirements when ownership of manure is transferred.](#)

When **any** portion of manure is applied to land owned, rented, or leased by the applicant(s), or applied to other land where nutrient application decisions are made by the applicant(s), complete a MMP using the spreadsheet form:

[MPCA Manure Management Planner.](#)

*Notes: The MMP requirements when ownership of manure is transferred form is incorporated into the spreadsheet to account for instances when only some of the manure is transferred.*

*A hand-entry version of the [MPCA Manure Management Planner.](#)*

- C. Plans and Specifications for construction, modification, or expansion of any liquid manure storage area.
- D. **Conditional** - Environmental Assessment Worksheet (EAW) Fee  
When the project requires environmental review **and** is located in a county that has not accepted delegation of the county feedlot program, there is a fee of \$4,650 for processing of an Environmental Assessment Worksheet (EAW) that must be included with this permit application. (**Check payable to:** Minnesota Pollution Control Agency)
- E. **Optional** – Verification of the notifications required in part XII of this application. If not submitted with the application, the MPCA must receive the verification prior to permit issuance. It is strongly recommended that the applicable verifications be included with the permit application.

## **Manure Management Plan Checklist**

A manure management plan (MMP) is required by MPCA as specified in Minn. R. ch. 7020.2225 when:

- ✓ A permit application is submitted from an operation with 100 or more animal units (AU), or
- ✓ Manure from a feedlot capable of holding 300 or more AU is applied by someone other than a certified animal waste technician.

### **When an MMP must be submitted for review by Stearns County, this checklist must be included.**

A complete MMP will include each of the items listed below. For items not marked with an "X", the reason(s) why that section is not included must be listed in the comments area at the end of each section.

Because MMP formats are not uniform, a reference (i.e. page number or folder number, etc.) must be indicated for each line item before the "X".

If all or some of the manure ownership is transferred, an additional form "MMP Plan Requirements and Form when Ownership of Manure is Transferred" must be completed and submitted. The form can be found at: <http://www.pca.state.mn.us/index.php/view-document.html?gid=3763>

**Facility Name:**  
**Facility Location:**  
**Registration No.:**  
**Plan Date:**  
**Plan Completed By:**

### **1. Manure Storage, Handling and Testing**

#### **1.1 Manure storage description** (7020.2225 subp. 4, item D(1))

- \_\_\_\_\_  Type of storage areas are described.
- \_\_\_\_\_  Storage capacity and number of months of storage.
- \_\_\_\_\_  Type and number of animals contributing to each storage area are included.

Comments:

#### **1.2 Manure nutrient content**

(7020.2225 subp. 4, item D(4) and subp. 2)

- \_\_\_\_\_  Testing frequency shows testing at least once every four years and once per year for the first three years.
- \_\_\_\_\_  Sampling procedures and protocol are described.
- \_\_\_\_\_  Estimated nutrient content of manure(s) is listed and is based on past laboratory test results (or average book values for new facilities).

Comments:

#### **1.3 Amount of manure generated**

(7020.2225 subp. 4, item D(1))

- \_\_\_\_\_  Tons of solid manure and gallons of liquid manure to be removed from each storage area per year are listed (based on records from previous years).
- \_\_\_\_\_  Annual amount of nitrogen available from all manure storage areas are listed (based on records of amount hauled in past years times the manure nutrient content).
- \_\_\_\_\_  Annual amount of phosphorus available from all manure storage areas is listed.

Comments:

#### **1.4 Method of application**

(7020.2225 subp.4, item D(2))

- \_\_\_\_\_  Method of application, including number of days between application and incorporation.
- \_\_\_\_\_  Equipment calibration practices (if not using a certified commercial applicator).

Comments:

#### **1.5 Timing of application**

(7020.2225 subp.4, item D(8)(13))

- \_\_\_\_\_  Expected months when manure will be applied.
- \_\_\_\_\_  For June, July or August applications, type of cover crop to be planted to harvested fields without actively growing crops is described.

Comments:

**2. Field locations and acreage**

**2.1 Maps or aerial photos**

(7020.2225 subp. 4, item D(3)(10))

- \_\_\_\_\_  Fields are shown on maps or aerial photos.
- \_\_\_\_\_  Maps or aerial photos highlight planned setbacks.
- \_\_\_\_\_  Winter application fields are identified on map(s).

Comments:

**2.2 Number of acres**

(7020.2225 subp. 4, item D(3))

- \_\_\_\_\_  Total number of acres for application is identified.
- \_\_\_\_\_  Acreage excludes land not suitable for application (due to setbacks, wetlands, etc.).
- \_\_\_\_\_  Identified acreage is sufficient to handle manure nitrogen.
- \_\_\_\_\_  Identified acreage is sufficient to receive manure phosphorus (P) without extreme soil P build-up over time.

Comments:

**2.3 Winter application fields**

(7020.2225 subp. 4, item D(10))

- \_\_\_\_\_  Field locations for winter application are generally those farthest from waters and no applications will occur within 300 feet of waters (i.e. special protection areas).
- \_\_\_\_\_  Slopes for winter application sites are listed in the plan and generally are the flattest land available.
- \_\_\_\_\_  Conservation practices (e.g. contour tillage) are described for winter application sites.

Comments:

### **3. Field specific nutrient management**

#### **3.1 Crop rotations**

(7020.2225 subp. 4, item D(5))

- \_\_\_\_\_  Crop rotations are described and show which crops in the rotation will receive manure.

Comments:

#### **3.2 Crop nutrient needs from manure**

(7020.2225 subp. 4, item D(5) and subp. 3)

- \_\_\_\_\_  Nitrogen (N) needs for non-legumes and N removal for legumes is described for fields receiving manure.
- \_\_\_\_\_  Range of expected crop yields are listed and realistic.
- \_\_\_\_\_  Crop N needs account for previous year legume N credits.
- \_\_\_\_\_  Crop N needs account for N credits from alfalfa or red clover grown two years ago.
- \_\_\_\_\_  Crop N needs are consistent with recommendations from the Univ. of Minnesota or from another University in IA, WI, ND, or SD.
- \_\_\_\_\_  Plans for soil nitrate testing are described, where recommended by the University of Minnesota.
- \_\_\_\_\_  N credits from the previous year manure applications are accounted for.
- \_\_\_\_\_  Crop phosphorus (P) needs are identified and based on soil phosphorus test results.

Comments:

#### **3.3 Planned rates of manure application**

(ch. 7020.2225 subp. 4, item D(5) and subp. 3)

- \_\_\_\_\_  Manure rates specific for each field or cropping situation are described.
- \_\_\_\_\_  Rates are consistent with crop nutrient needs and expected manure nutrient content/availability.

Comments:

#### **3.4 Available nutrients from applied manure**

(ch. 7020.2225 subp. 4, item D(7) and subp. 3)

- \_\_\_\_\_  Amounts of N and P available to the first crop following manure application are described (lbs/acre).
- \_\_\_\_\_  The sum of all manure applied to individual fields approximately equals the expected amount of manure generated at the feedlot.

Comments:

#### **3.5 Total nutrients available to crops from all sources**

(ch. 7020.2225 subp. 4, item D(6))

- \_\_\_\_\_  Total N amounts per acre available to each crop are described (manure N + fertilizer N + other N).
- \_\_\_\_\_  Added commercial fertilizer N does not result in total N additions that are above crop N needs.
- \_\_\_\_\_  Total P amounts per acre are listed and include fertilizer P.

Comments:

#### **3.6 Nitrogen carry-over into following year**

(ch. 7020.2225 subp. 4, item D(7) and subp. 3)

- \_\_\_\_\_  Manure and/or fertilizer additions during the year following manure application are reduced to account for second year N credits. The amount of carry-over N is incorporated into the plan.

Comments:

**4. Sensitive Areas Management**

See local requirements, feedlot permit conditions, and the publication "Applying Manure in Sensitive Areas"

**4.1 Special protection areas**

(ch. 7020.2225 subp. 4, item D(9) and subp. 6)

**Protective measures are described when applying manure within 300 feet of:**

- \_\_\_\_\_  Lakes;
- \_\_\_\_\_  DNR protected wetlands (i.e. over 10 acres);
- \_\_\_\_\_  streams and intermittent streams; and drainage ditches without protective berms.
- \_\_\_\_\_  All protective measures for the above areas meet minimum state and county requirements, and otherwise provide sufficient protection of waters.

Comments:

**4.2 Other avenues to surface water**

(ch. 7020.2225 subp. 4, item D(9) and subp. 7)

**Protective measures are described when applying manure:**

- \_\_\_\_\_  In flood plains;
- \_\_\_\_\_  within 300 feet of surface tile intakes, including, at a minimum, injection or incorporation within 24 hours; and
- \_\_\_\_\_  within 300 feet of non-protected wetlands (e.g. less than 10 acres).
- \_\_\_\_\_  All protective measures for the above areas meet minimum state and county requirements, and otherwise provide sufficient protection of waters.

Comments:

**4.3 Ground water protection**

(ch. 7020.2225 subp. 4, item D(9))

**Protective measures are described when applying manure:**

- \_\_\_\_\_  in a vulnerable drinking water supply mgmt area;
- \_\_\_\_\_  within 300 feet of sinkholes; and
- \_\_\_\_\_  on land with less than three feet of soil above bedrock.
- \_\_\_\_\_  All protective measures for the above features meet minimum state and county requirements, and otherwise provide sufficient protection of waters.

Comments:

**4.4 High phosphorus soils**

(ch. 7020.2225 subp. 4, item D(11) and subp. 3, item C – requirements if over 300 AU)

- \_\_\_\_\_  Soils are tested for P at least once every 4 years.
- \_\_\_\_\_  Soil P is managed in special protection areas to prevent increasing P levels over any six-year period (where soil P levels are already high enough for crop needs and a 50-100' buffer has not been established).
- \_\_\_\_\_  Manure application is avoided on soils exceeding 150 ppm Bray or 120 ppm Olsen in areas outside of special protection areas, or to soils exceeding 75 ppm Bray or 60 ppm Olsen in special protection areas (if not avoided, the plan includes a strategy to protect water quality, e.g. meet all NRCS standards for high P soils and prevent continued soil phosphorus build-up).

Comments: