



Permit Application for an Animal Feedlot or Manure Storage Area

This permit application must be completed and submitted for
Construction Short Form, Interim, National Pollutant Discharge Elimination System
and State Disposal System Permits.

I. Owner's Name(s) and Address(es)

Name: _____	Name: _____
Address: _____	Address: _____
City: _____	City: _____
State: _____ Zip: _____	State: _____ Zip: _____
Phone: () _____	Phone: () _____

Note: If there are more than two owners, attach to this application the names, addresses and phone numbers of all additional owners. At least one owner must sign the permit application in Sections XII, and if applicable, Section XIV.

II. Facility Name and Address (complete if facility name/ address is different than information listed in Section I)

Legal name of facility: _____
Note: If this is a Limited Liability Partnership (LLP) all partners must be listed in Section I.
 Street Address: _____ City: _____
 State: _____ Zip: _____ Phone: () _____

III. Facility Location

County: _____ Township name: _____

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

IV. Existing or Previous Permits, Reason for Application

- A. List your registration number (if known): _____
- B. List any feedlot permits or certificates of compliance: _____
- C. Reason for application: (Check all that apply)
- 1. Original application for an National Pollutant Discharge Elimination System (NPDES) Permit or State Disposal System (SDS) Permit.
 - 2. Request for modification of an existing NPDES or SDS Permit.
 - 3. Proposed new feedlot or manure storage area.
 - 4. Proposed reuse of an existing feedlot or manure storage area not used for 5 years or more.
 - 5. Proposed expansion in animal numbers at an existing feedlot.
 - 6. Proposed expansion or modification of an existing liquid or solid manure storage area.
 - 7. Proposed change in operation not described in 3 to 6, describe: _____

 - 8. Proposed expansion or modification of an existing liquid or solid manure storage area, Facility > 300 animal units (AU) and applying manure on high phosphorus soils, in sensitive areas with > 6% slopes, or in vulnerable drinking water supply management areas.
 - 9. Request for a permit application by the MPCA or delegated county staff following identification of the facility as a pollution hazard.
Describe the conditions that make the facility a pollution hazard (or attach a copy of the inspection report) and a general description of the corrective or protective measures proposed to correct the pollution hazard(s): _____
 - 10. Request for re-issuance of an existing or SDS Permit (for a permit that will expire in approximately 6 to 9 months).

V. Soils, Location, Surface Water and Ground Water Features

A. Soils. List the soil type or texture, and depth to saturated soils at the facility as identified in the USDA Soil Survey Manual for your county, or from a site specific soil investigation. Owners submitting manure storage area plans and specifications (as required in Section IX.C. of this application) with a completed soils investigation should write "see enclosed" if included.

- 1. Soil type(s) or texture(s): _____
- 2. Depth to seasonal high water table or saturated soils: _____

B. Sensitive areas. The following information is needed to determine compliance with location restrictions. Questions 1, 2 and 8 relate to restrictions in Minn. R., chapter 7020. Questions 3 to 7 are necessary to evaluate mandatory Environmental Assessment Worksheet (EAW) requirements under Minn. R. 4410.4300, for new facilities of 500 AU or more and existing facilities expanding by 500 AU or more. Is the facility (existing and proposed) located wholly or partially in any of the following sensitive locations:

- 1. Shoreland:
 - a. Are there any rivers or streams within 300 feet of the feedlot? Yes No
 - b. Are there any lakes, ponds, or wetlands within 1,000 feet of the feedlot? Yes No

If you answered yes to (a) or (b), list the names of these water bodies and the approximate distance (in feet) to the feedlot:

Name: _____ Approximate distance: _____

Name: _____ Approximate distance: _____

- 2. A delineated flood plain? Yes No
- 3. A state or federally designated wild and scenic river district? Yes No

If yes, name: _____

- 4. The Minnesota River Project Riverbend Area? Yes No
- 5. The Mississippi Headwaters Area? Yes No
- 6. An area within a drinking water supply management area delineated under chapter 4720 where the aquifer is identified in the wellhead protection plan as vulnerable to contamination? Yes No
- 7. Within 1,000 feet of a known sinkhole, cave, resurgent spring, disappearing spring, Karst window, blind valley, or dry valley? Yes No

If yes to question 7, is the facility within 300 feet of a sinkhole? Yes No

C. Wells. The following information is needed to determine compliance with Minnesota Department of Health Well Codes.

- 1. Is the facility located within: 100 feet of a private well; or 1,000 feet of a community water supply well or other well serving a public school as defined under Minn. Stat, § 120A.05, a private school excluding home school sites, or a licensed child care center where the well is vulnerable according to part 4720.5550, subpart 2? Yes No

- 2. What is the shortest distance (in feet) from an animal holding area to a well? Approximate distance: _____
Building/lot number from page 4: _____

- 3. What is the shortest distance (in feet) from a manure storage area to a well? Approximate distance: _____
Structure/area number from page 4: _____

D. Surface Tile Intakes

- 1. Are any surface tile intakes within 1,000 feet of animal holding or manure storage areas? Yes No
Approximate distance: _____
Building/lot number from page 4: _____

VI. Animal Numbers and Animal Unit Calculation (Maximum Capacity)

If you have an existing facility, list the number of animals (maximum capacity) for each animal type in column 3 below. Next, multiply the AU Factor in column 2 by the number of animals you listed in column 3 to get the Existing AU Capacity for each animal type (column 4). Add your AU capacity numbers in column 4 for a total and enter the existing total at the bottom of the chart. If you are proposing a new facility, leave columns 3 and 4 blank.

For both new and existing facilities, list the proposed number of animals (maximum capacity) that you will have at your facility in column 5. Next, multiply the AU Factor in column 2 by the number of animals you listed in column 5 to get the Maximum AU Capacity for each animal type (column 6). Note: the number you list in column 5 should include existing animals plus or minus any expansion or reduction in each animal type. Add your AU capacity numbers in column 6 for the Final AU Total and enter the total at the bottom of column 6.

1. Animal Type	2. Animal Unit Factor (see note below)	3. Existing Number of Animals (leave blank if new site)	4. Existing AU Capacity = column 2 x column 3	5. Maximum Number of Animals (after any expansion)	6. Maximum AU Capacity = column 2 x column 5
A. Dairy Cattle					
Mature cow (milked or dry) over 1,000 pounds	1.4				
Mature cow (milked or dry) under 1,000 pounds	1.0				
Heifer	0.7				
Calf	0.2				
B. Beef Cattle					
Slaughter steer or stock cow	1.0				
Feeder cattle (stocker or backgrounding) or heifer	0.7				
Cow and calf pair	1.2				
Calf	0.2				
C. Swine					
Over 300 pounds (<i>breeding stock</i>)	0.4				
Between 55 and 300 pounds	0.3				
Under 55 pounds (<i>and separated from sow</i>)	0.05				
D. Horses					
Horse	1.0				
E. Sheep					
Sheep or lamb	0.1				
F. Chickens					
Laying hen or broiler, if a liquid manure system	0.033				
Chicken over 5 pounds, if a dry manure system	0.005				
Chicken under 5 pounds, if a dry manure system	0.003				
G. Turkeys					
Over 5 pounds	0.018				
Under 5 pounds	0.005				
H. Ducks					
Duck	0.01				
I. Animals not listed in A to H (AU factor in column 2 = average weight of the animal type divided by 1000 pounds)					
Animal type 1: _____	1: _____	1: _____	1: _____	1: _____	1: _____
Animal type 2: _____	2: _____	2: _____	2: _____	2: _____	2: _____
TOTAL ANIMAL UNIT CAPACITY Add all numbers in column 4 for existing AU total Add all numbers in column 6 for Final AU total			Existing AU Total		Final AU Total

Note: AU values listed in column 2 are from Minn. R. 7020.0300, subpart 5. The values listed in column 2 are used to determine the need for EAWs under Environmental Quality Board Rules Chapter 4410. Counties and other local units of government may have different animal unit values that apply to feedlot operations. Federal regulations for Concentrated Animal Feeding Operations (CAFOs) under 40 CFR 122, Appendix B also have total animal numbers that differ from Minnesota calculations. For example, under federal regulations: 700 dairy cows are the threshold for needing an NPDES Permit while Minnesota AUs equate to 714 dairy cows. **Owners having the number of head requiring an NPDES permit based on federal regulations, but less than 1000 AU based on the values in column 2, may chose to apply for the federal NPDES Permit to avoid any potential liability for a failure to comply with NPDES Permit program requirements.** Local MPCA or county feedlot officers can help the producer with this evaluation

VII. Buildings and Lots, Manure and Feed Storage Areas

Complete the table below for the animal holding, manure storage and feed/silage storage areas at your facility. A list of common types of facilities is provided to assist you in describing your site. Select the best terms from the list to describe the facility, or describe it in your own terms. If the total number of animal holding, manure storage and feed/silage storage areas on site is more than seven, please attach a separate sheet that includes the information requested below for each of the additional facilities. The numbered facilities below should correspond to the numbered facilities provided in your site aerial photograph/sketch required in Section XIII.

A. Facility Number	<u># 1</u>	<u># 2</u>	<u># 3</u>	<u># 4</u>	<u># 5</u>	<u># 6</u>	<u># 7</u>
Write "Existing" or "New"							

B. Types of Animal Confinement Areas Write approximate dimensions in feet in the space below (width x length)

Total confinement barn							
Partial confinement barn							
Open lot with runoff controls							
Open lot without runoff controls							
Pasture access ("X" or "√" if yes)							

C. Facility Floor Type Place "X" or "√" in appropriate box

Slats over manure storage							
Concrete slab							
Earthen or dirt							
Other (describe)							

D. Liquid Storage Areas Write approximate top dimensions in feet in the space below (width x length x depth)

Earthen or soil lined							
Poured reinforced concrete							
Composite lined							
Above-ground concrete tank							
Fiberglass-lined steel tank							
Concrete block or stave pit							
Milk center wastewater storage							
Feed/silage runoff storage							
Other (describe - include other process wastewater storage)							

E. Solid Manure and Feed Storage Areas Write approximate dimensions in feet in the space below (width x length x depth)

Stacking slab							
Stockpile							
Manure pack on lot or floor							
Other (including feed storage areas – describe if covered or uncovered)							

F. Animal Numbers (these animal numbers should total the same as proposed animal numbers listed on page 3)

Dairy cows (over 1,000 pounds)							
Dairy cows (under 1,000 pounds)							
Dairy heifers							
Dairy Calves							
Slaughter steer or stock cow							
Feeder cattle or beef heifer							
Cow and calf pair							
Beef Calves							
Swine over 300 pounds (breeders)							
Swine between 55 and 300 pounds							
Swine under 55 pounds							
Horses							
Sheep or lamb							
Laying hens or broilers							
Chicken over 5 pounds							
Chicken under 5 pounds							
Turkeys over 5 pounds							
Turkeys under 5 pounds							
Others (list types)							
1. _____							
2. _____							

VIII. Manure Management

A. List the number of acres available for spreading manure:

Acres owned: _____

Acres rented: _____

Acres available
from neighbors: _____

Signed Land Application Agreements
for these acres enclosed? Yes No

B. Requirements of Manure Management Plan (MMP): An owner having 100 or more AUs applying for a permit must prepare and retain on file a MMP meeting the requirements of Minn. R. 7020.2225, subpart 4, Item D. See section IXB.
Required Enclosures, for when the MMP must be submitted with the permit application:

1. Description of Manure Storage
 - Type of storage
 - Storage capacity
 - Description of livestock contributing to manure storage area(s)
2. Expected Manure Nutrient Content
 - Description of manure nutrient testing
 - Description of sampling procedures
 - Nutrient Content of Manure
3. Amount of Manure Generated
 - Tons or gallons generated (state measured or estimated)
 - Annual amount of nitrogen from all manure sources
 - Annual amount of phosphorus from all manure sources
4. Method of Application
 - Method (incorporated or not; if not, delay to incorporation)
 - Commercial applicator used
 - If commercial applicator not used, state calibration method
5. Timing of Application
 - Expected months of application
 - Cover crop requirement for June – August applications
6. Aerial photos or maps of fields for manure application
 - Fields for manure application identified
 - Special protection areas identified
7. Number of Acres
 - All acreage suitable for manure application
8. Winter Application Fields
 - Field location specified for winter application
 - Slopes identified
 - Setback to waters identified
 - Conservation practices identified
9. Field Specific Nutrient Management
 - Crop rotation identified
 - Crop nutrient needs from manure
 - Legume production credited
 - Commercial fertilizer applications
 - Planned Rates of Manure Application
 - Available Nutrients from Manure
 - Total Nutrients Available from All Sources
10. Sensitive Area Management
 - Applying manure within 300 feet of lake, streams, DNR protected wetlands, or non-protected wetlands
 - Applying manure within 300 feet of drainage ditches or intermittent streams
 - Applying manure in floodplain
 - Applying manure within 300 feet of surface tile intake
11. Ground Water Protection
 - Applying manure within a vulnerable drinking water supply management areas
 - Applying manure within 300 feet of sinkholes
 - Applying manure on land with less than 3 feet of soil above bedrock
12. High Phosphorus Soils
 - Soils tested for phosphorus
 - 150 parts per million (ppm) Bray or 120 ppm Olsen test results
 - 75 ppm Bray or 60 ppm Olsen test results in fields meeting descriptions in items 10 and/or 11 above.

IX. Required Enclosures

Item A must be completed and enclosed for all permit applications. Items B and C must be enclosed if your facility meets the requirement listed. **Permit applications submitted without all required enclosures are incomplete.**

- A. **Enclose a sketch** of existing facilities and any proposed facilities. Enclose an aerial photograph of the land within 1,000 feet of the facility. The photograph and sketch must show the location of buildings, manure storage areas, silage and feed storage areas, milking center storage or treatment areas and runoff control structures. The sketch must also show all tile inlets, wells, rivers or lakes, sinkholes and water courses within 1,000 feet of the facility. Show the approximate path that water running off outside lots follows. Label barns, open lots and manure storage areas on this sketch with the same number that each structure is listed under Part VII found on page 4 of this application (i.e., Barn #1 on the page 4 should be labeled #1 on the sketch). Use page 7 of application for site sketch or attach proper aerial photos with the information labeled.
- B. An owner of a livestock facility having a capacity of 100 or more AUs who is applying for an interim, NPDES, or SDS Permit **must enclose** a MMP meeting the requirements of Minn. R. 7020.2225, subpart 4, Item D. Owners applying for a Construction Short-Form Permit must maintain a completed MMP on file, but are not required to submit the plan with the permit application, unless requested by the MPCA or county feedlot officer (CFO). If you are in a delegated county, ask your CFO if you need to enclose your MMP when applying for Construction Short-Form Permits.
- C. If construction, expansion or modification of a liquid manure storage structure is proposed as part of this permit application, you must **enclose** with this permit application, **plans and specifications for the liquid manure storage area** meeting the requirements in Minn. R. 7020.2100. If construction, expansion or modification of a permanent manure stockpile site is proposed as part of this permit application, and the stockpile site requires a liquid manure storage area for runoff containment, the owner must include plans and specifications required in Minn. R. 7020.2100.

X. Additional Enclosures for Facilities of 1,000 or More AUs

For any facility having or proposing a final capacity of 1,000 or more AUs, the following materials must also be enclosed with this permit application. If not enclosed the application is incomplete.

- A. **An air emission plan** meeting the requirements of Minn. R. 7020.0505, subp. 4, Item B(1).
- B. **An emergency response plan** meeting the requirements of Minn. R. 7020.0505, subp. 4, Item B(2).

XI. Required Notifications.

- A. An owner of an animal feedlot or manure storage area proposing to construct a new facility or expand an existing facility capacity must complete **Part 4 of the MPCA Notice of Construction or Expansion Form** and submit a copy to all local units of government that may have zoning authority over the project. The appropriate form is found on pages 9 and 10 of this application.
- B. An owner of an animal feedlot or manure storage area proposing to construct a new facility or expand an existing facility to 500 AUs or more must provide notice to each resident and owner of real property within 5,000 feet of the perimeter of the proposed facility. The owner must complete **Parts 3, 4 and 5 of the MPCA Notice of Construction or Expansion Form** and enclose a copy with this application. The appropriate form is found on pages 9 and 10 of this application.

XII. Applicant's Agreement and Certification

I/we, the undersigned applicant(s), in accordance with Minn. R., chapter 7020 for the control of pollution from animal feedlots and manure storage areas, hereby apply to the MPCA or delegated county for a permit to construct, expand and/or operate an animal feedlot or manure storage area. I/we certify that, in accordance with Minn. R. 7020.0505, subpart 4, item E, I/we will submit additional information relating to the facility design, construction, or operation as requested by the commissioner or county feedlot pollution control officer to evaluate compliance with applicable federal and state laws and rules.

I/we hereby certify that the design, construction and/or operation of the facility described in this permit application will be in accordance with the plans, specifications, reports and related communications approved by the MPCA or delegated county feedlot pollution control officer and on file in its office; and in accordance with the conditions that have been or may be imposed in the permit or any applicable regulations or standards of the MPCA. I/we further certify that the design, construction, and operation of the facility will be in full compliance with the MPCA feedlot rules, Minn. R., chapter 7020. I also certify that the information contained in this application is to my knowledge and belief, true, complete and accurate. (Any knowingly false or misleading statement will be subject to penalties provided by law.)

Signature of Applicant(s): _____

Date: _____

Date: _____

XIII. Site Diagram

- existing site
- proposed construction
- air photograph showing details within 1,000 feet of facility as listed in item IX.A.

For office use only: Date received: _____ Entered into database: _____

Notes: _____

Return this application to: [Insert address and phone number of MPCA regional office or delegated county feedlot office]

XIV. Additional Requirements for NPDES Permit Applications

This section must be completed for any facility applying for a NPDES Permit. This section applies to all facilities of 1,000 AUs or more and facilities under 1,000 AUs that have been required by the MPCA to submit an NPDES Permit application.

Complete and enclose the following:

1. MPCA Water Quality Transmittal Form. Yes No
2. EPA Permit Application Form 2B for CAFOs. Yes No
3. Permit application fee of **\$350**
(Check payable to: **Minnesota Pollution Control Agency**). Yes No
4. Permit fee invoice(s), if applicable, should be mailed to (check only one):
Owner Address in Section I Facility Address in Section II
5. Reports and other correspondence should be mailed to (check only one):
Owner Address in Section I Facility Address in Section II
6. **Certification.** I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Name and Official Title (print): _____

Phone Number: _____

Signature: _____ Date signed: _____

For office use only: Date received: _____ Entered into database: _____
Notes: _____

Return this application to: [Insert address and phone number of MPCA regional office or delegated county office]

NOTICE OF CONSTRUCTION OR EXPANSION

of an animal feedlot or manure storage area

Animal Feedlot Rules – Minn. R. Chapter 7020

Part 1. All Facilities: Notice to County, Town and City Authorities

An owner of an animal feedlot or manure storage area (facility) proposing to construct a new or expand an existing facility of any animal unit (AU) capacity shall complete Part 4 of this form and submit a copy to all local units of government that may have zoning authority over the project (e.g., if the project is located in a town, submit the form to the town and to the county). **Construction or expansion may begin upon receiving written or verbal approval from all authorities listed in Parts 1 and 2 of this form. If the owner is not contacted by all authorities listed in Parts 1 and 2, construction may begin 30 days after completion of this notice.**

Part 2. Less than 300 Animal Units: Notice to MPCA or Delegated County

An owner of a facility, who is proposing to construct a new or expand an existing facility to a capacity of fewer than 300 AUs, shall complete Part 4 of this form and submit a copy to the MPCA or delegated county feedlot officer. Notification under this section is complete if the owner has submitted plans and specifications for a new or modified liquid manure storage area in accordance with Minn. R. 7020.2100, subpart 4. **Construction or expansion may begin upon receiving written or verbal approval from all authorities listed in Parts 1 and 2 of this form. If the owner is not contacted by all authorities listed in Parts 1 and 2, construction may begin 30 days after completion of this notice.**

Part 3. 500 or More Animal Units: Notice to residents and property owners within 5000 feet of a proposed project

A. Notice Methods. An owner proposing to construct a new or expand an existing facility of 500 AUs or more AUs (after construction or expansion), shall not less than 20 business days before I expect my permit to be issued, 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 be completed in one of the following methods:

- Newspaper Notice. Publish in a newspaper of general circulation within the affected area a notification containing the information in Part 4 of this form;
- Written Notice: Send a written notice to each resident and owner of real property containing the information in Part 4 of this form. This notice may be delivered by first-class mail or in person; or
- Conditional Use Permit Notice: Provide equal or greater notification than that required in Part 4 of this form as part of obtaining a county Conditional Use Permit.

B. Permit Application Requirements. An owner proposing to construct a new or expand an existing facility with a capacity of 500 or more AUs, shall complete Parts 4 and 5 of this form and submit a copy to the MPCA or delegated county feedlot officer with a permit application.

C. Extensions for Construction Short-Form and Interim Permits. An owner issued a Construction Short-Form or Interim Permit for a facility that will have a capacity of 500 or more AUs must complete the notice requirements in Parts 4, 5, and 6 of this form as applicable if a permit extension is requested.

- Construction Short-Form Permits. If the work for which a Construction Short-Form Permit was issued is not complete upon expiration of the permit, the expiration date of the permit may be extended by no more than 24 months provided the owner is currently eligible for the same permit and the owner completes the notification requirements under Minn. R. 7020.2000, subp. 4.
- Interim Permits. If the pollution hazard for which an Interim Permit was issued is not corrected upon expiration of the permit, the expiration date may be extended by no more than 90 days if the facility is currently eligible for the same permit and the owner completes the notification requirements under Minn. R. 7020.2000, subp.4.

Part 4. All Facilities: Required Notice Information

Name of owner(s) or legal name of facility: _____
(Please Print)

Location: _____
County Township Section 1/4 Sec. 1/4 of 1/4

Type (species) of livestock: _____ Total AUs: _____

Type(s) of confinement buildings, lots and animal holding areas: _____

Type(s) of manure storage areas: _____

List the local authorities that have been notified in accordance with Part 1 of this form:

County: _____

Township: _____

City: _____

Part 5. 500 or More Animal Units: Owner's Certification (Complete if required in Part 3)

I hereby certify that I am an owner of the facility described in Part 4 of this form and that I have completed, or will complete, the notice requirements of Minn. R. 7020.2000, subp.4. I have attached the information described below that documents that I have taken the necessary steps to complete the

(circle one) Newspaper Notice Written Notice Conditional Use Permit Notice

notice method not less than 20 business days before I expect my permit to be issued. I also certify that the information provided in this form is, to the best of my knowledge and belief, true, accurate, and complete.

Describe the attached documentation: _____

Signature of owner: _____ Date: _____

Part 6. 500 or More Animal Units: Permit Extension Information (Complete if required in Part 3.C of this form.)

Permit Number: _____ Date original permit issued: _____

New **proposed** date of completion: _____

Return this notification form to: [Insert address and phone number of MPCA regional office or delegated county feedlot office]

For office use only: Date received: _____ Notes: _____
