



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

Animal Feedlot or Manure Storage Area Application

NPDES/SDS Permit Program

Doc Type: Permit Application

Instructions: This permit application must be completed and submitted to the Minnesota Pollution Control Agency (MPCA) for National Pollutant Discharge Elimination System (NPDES) and State Disposal System (SDS) Permits.

Registration No.: _____

I. Owner's Name(s) and Address(es) (Use an asterisk (*) to indicate the primary owner for the facility if more than one owner is listed.)

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. Under Minn. R. 7020.0300, subp. 17, the term owner includes all persons having possession, control, or title to an animal feedlot or manure storage area. All such persons must be listed on this application form. At least one owner must sign the permit application in Section XVI. **If this is a Limited Liability Partnership (LLP) all partners must be listed.** In addition:

- A. Have the owner(s), partner(s), or operator(s) had a criminal conviction(s) in state or federal court in the past five years involving violations of environmental rules, laws, or statutes? ☐ Yes ☐ No
If Yes, please describe: _____
- B. Do you have an agreement to transfer whole or partial ownership of the facility for which you are seeking a permit within the five-year term of the permit? ☐ Yes ☐ No
If Yes, please identify the names of all persons or entities whom you will be transferring whole or partial ownership of the facility to: _____

II. Facility Name and Address (Complete if facility name/address is different than information listed above.)

Legal name of facility: _____
Street: _____
City: _____
State/Zip: _____
Phone: _____

III. Contact Person for Facility (This is the person MPCA contacts regarding day-to-day activities at the facility.)

Name: _____
Street: _____
City: _____
State/Zip: _____
Phone: _____
Cell phone: _____
E-mail: _____
(General letters/notices may be sent by e-mail where one is indicated.)

IV. Preferred Mailing Address

- | | |
|---|--|
| A. Permit fee invoice(s) should be mailed to (check only one):
<input type="checkbox"/> Owner address in Section I (use * if more than one)
<input type="checkbox"/> Facility address in Section II
<input type="checkbox"/> Contact person in Section III | B. Permit, reports, and other correspondence should be mailed to (check only one):
<input type="checkbox"/> Owner address in Section I (use* if more than one)
<input type="checkbox"/> Facility address in Section II
<input type="checkbox"/> Contact person in Section III |
|---|--|

V. Facility Location

County: _____ Township name: _____

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

VI. Reason for Application and Previous Permit Information

A. List any existing feedlot permits: _____

B. Reason for application (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> 1. Original application for an NPDES or SDS Permit. | <input type="checkbox"/> 6. Proposed re-use of an existing feedlot or manure storage area not used for five years or more. |
| <input type="checkbox"/> 2. Request for reissuance of an existing NPDES or SDS Permit. | <input type="checkbox"/> 7. Proposed increase in animal numbers at an existing feedlot. |
| <input type="checkbox"/> 3. Request for modification of an existing NPDES or SDS Permit. | <input type="checkbox"/> 8. Proposed expansion or modification of an existing liquid or solid manure storage area. |
| <input type="checkbox"/> 4. Proposed new feedlot. | <input type="checkbox"/> 9. Proposed change in operation not described in 4 to 8, describe: |
| <input type="checkbox"/> 5. Proposed new manure storage area. | _____ |

VII. Environmental Review

Note: This section will help determine if environmental review is required for your project.

Environmental review is required for new animal feedlots over 1,000 animal units and expansions of existing feedlots by 1,000 animal units or more. Environmental review is also required for some animal feedlots less than 1,000 animal units depending upon its location to “sensitive areas”. Please see the MPCA fact sheet entitled “When is Environmental Review Required for Feedlots” (available on the Web at <http://www.pca.state.mn.us/publications/wq-f1-10.pdf>) and/or Minn. R. 4410 for further details.

Please note that if environmental review is required for your project, under Minnesota law (Minn. R. 4410) a project cannot begin construction and no final government decisions can be made to grant a permit, approve a project, or begin a project until the environmental review process has been completed.

Effective July 1, 2009, there is a fee of \$4,650 payable to the MPCA for processing of an Environmental Assessment Worksheet (EAW).

“Phased actions” are defined under Minnesota law (Minn. R. 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.

A. Do you have ownership interest in another livestock operation that was constructed within the past three years?

☐ Yes ☐ No

If Yes, how far away is it located from the project proposed in this application? _____ Miles

B. Are you substantially certain you will be constructing another livestock operation within the next three years?

☐ Yes ☐ No

If Yes, how far away is it located from the project proposed in this application? _____ Miles

VIII. Site Sketch

Use this page to draw a sketch of the existing facilities and any proposed facilities.

- The sketch must show the location of buildings, open lots, manure storage areas, silage and feed storage areas, milking center wastewater storage or treatment areas, runoff control structures, and animal mortality disposal areas.
- 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 XI on pages 6 and 7 of this application (i.e., Barn #1 on page 6 should be labeled #1 on the sketch).**

If there is a site sketch or aerial photograph elsewhere in the application packet that you would prefer to use instead of drawing the sketch here, please indicate where the sketch/photograph is located on this page. Note that the alternative sketch must include all of the above information.

IX. Soils, Location, Surface Water, and Groundwater Features

(If this facility currently has an NPDES Permit and no changes are proposed, skip items A and B and move on to item C.)

- A. Soils.** List the soil type or texture and depth to saturated soils at the facility as identified in the U.S. Department of Agriculture (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 XV., Item H., 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 and 2 relate to restrictions in Minn. R. ch. 7020 (<https://www.revisor.mn.gov/rules/?id=7020>). Questions 3 to 7 are necessary to evaluate mandatory EAW requirements under Minn. R. 4410.4300 (<https://www.revisor.mn.gov/rules/?id=4410>), for new facilities of 500 animal units (AU) or more and existing facilities expanding by 500 AU or more. Please answer if the facility (existing and proposed) is 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 or ponds with designated shoreland 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. A drinking water supply management area delineated under Minn. R. ch. 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 (Minn. R. ch. 4725.4450) and Minn. R. ch. 7020.2005.

1. Is the facility located within 100 feet of a private well? ☐ Yes ☐ No
2. Is the facility located within 1,000 feet of the following types of wells: a community water supply well, a 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 Minn. R. 4720.5550, subp. 2? ☐ Yes ☐ No
3. What is the shortest distance (in feet) from an animal holding area to a well? ☐ Yes ☐ No
Approximate distance: _____
Building/lot number from page 6 or 7: _____
4. What is the shortest distance (in feet) from a manure storage area to a well?
Approximate distance: _____
Structure/area number from page 6 or 7: _____

D. Surface Tile Intakes.

- Are any surface tile intakes within 1,000 feet of animal holding, manure storage areas or any other part of the production facility? ☐ Yes ☐ No
- Approximate distance: _____
- Structure/area number from page 6 or 7: _____

X. Animal Numbers and Animal Unit (AU) Calculation

All animal numbers and animal sizes used to complete this table are to reflect the actual site conditions and should be based on the maximum weight and number of animals to be held at the facility at any one time. At no time is the number of animals at the facility allowed to exceed the capacity provided below and the type and size of animal are to remain the same.

If you have an existing facility, list the **maximum number of animals held at any given time** for each existing animal type in column 3 below. Next, multiply the AU Factor in column 2 by the number of animals listed in column 3 to get the *Existing AU Capacity* for each animal type (column 4) (do not round off numbers). Add the AU capacity numbers in column 4 for a total and enter the existing total at the bottom of the chart (do not round off numbers). *If a new facility is being proposed, leave columns 3 and 4 blank.*

For both new and existing facilities, in column 5 list the proposed maximum number of animals that will be held at the facility at any given time during the five year duration of the permit. Next, multiply the AU Factor in column 2 by the number of animals listed in column 5 to get the *Maximum AU Capacity* for each animal type (column 6) (do not round off numbers). Note: the number in column 5 should include existing animals plus or minus any expansion or reduction in each animal type. Add the AU capacity numbers in column 6 for the Final AU Total and enter the total at the bottom of column 6 (do not round off numbers).

1. Animal Type	2. Animal Unit Factor	3. Existing Number of Animals (leave blank if new site)	4. Existing AU Capacity = column 2 x column 3	5. Maximum Number of Animals (for new or after 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. Veal					
Veal	0.2				
C. Beef Cattle					
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				
D. Swine					
Over 300 pounds	0.4				
Between 55 and 300 pounds	0.3				
Under 55 pounds	0.05				
E. Horses					
Horse	1.0				
F. Sheep					
Sheep or Lamb	0.1				
G. Chickens with a LIQUID manure system					
Layer Hens or Broilers	0.033				
H. Chickens with a DRY manure system					
Broilers over 5 pounds	0.005				
Broilers under 5 pounds	0.003				
Layer Hens over 5 pounds	0.005				
Layer Hens under 5 pounds	0.003				
I. Turkeys					
Over 5 pounds	0.018				
Under 5 pounds	0.005				
J. Ducks					
Duck (with a liquid manure handling system)	0.01				
Duck (with a dry manure handling system)	0.01				
K. Animals not listed in A to J (AU factor in column 2 = average weight of the animal type divided by 1,000 pounds)					
Animal type 1: _____	1: _____	1: _____	1: _____	1: _____	1: _____
Animal type 2: _____	2: _____	2: _____	2: _____	2: _____	2: _____
Total animal unit capacity			Existing AU Total		Final AU Total
Add all numbers in column 4 for Existing AU total					
Add all numbers in column 6 for Final AU total					

XI. Buildings, Lots, Manure Handling, Feed, and Dead Animal Storage Areas

Complete the table below for your animal holding, manure storage, feed/silage storage, and dead animal disposal areas. A list of common facility types is provided to choose from or describe it in your own terms. If you have more than six animal holding, manure storage, feed/silage storage areas, and dead animal disposal areas on your site, continue your list on page 7. Each of the facilities listed below should correspond to those provided on the sketch required in Section VIII on page 3 of this application.

A. Facility Number	# 1	# 2	# 3	# 4	# 5	# 6
Write "Existing", "New", or "Eliminating"						
B. Types of Animal Confinement Areas	<i>Write approximate dimensions in feet in the space below (width x length)</i>					
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	<i>Place "X" or "✓" in appropriate box</i>					
Slats over manure storage						
Concrete slab						
Earthen or dirt						
Other (describe):						
D. Liquid Storage Areas	<i>Write approximate top dimensions in feet in the space below (width x length x depth)</i>					
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. Handling Areas for Solid Manure, Feed and Dead Animals	<i>Note approximate dimensions in feet (width x length x depth)</i>					
Stacking slab						
Stockpile						
Manure pack on lot or floor						
Feed storage areas – (describe if covered or uncovered)						
Dead animal treatment						
Other (describe):						
F. Animal Numbers	<i>Note: these animal numbers should total the same as proposed animal numbers listed on page 5</i>					
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 w/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						
Others (list types):						
1.						
2.						

XI. Buildings, Lots, Manure Handling, Feed, and Dead Animal Storage Areas (cont.)

Continue completion of the table below if you have more than six animal holding, manure storage, feed/silage storage areas and dead animal disposal areas on your site. Otherwise continue on to Section XII. If you have more than twelve animal holding, manure storage, feed/silage storage, and dead animal disposal areas on your site, attach a separate sheet that includes the information requested below for each additional facility. Each of the facilities listed should correspond to the sketch required in Section VIII.

A. Facility Number	# 7	# 8	# 9	# 10	# 11	# 12
Write "Existing", "New", or "Eliminating"						
B. Types of Animal Confinement Areas	<i>Write approximate dimensions in feet in the space below (width x length)</i>					
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	<i>Place "X" or "✓" in appropriate box</i>					
Slats over manure storage						
Concrete slab						
Earthen or dirt						
Other (describe):						
D. Liquid Storage Areas	<i>Write approximate top dimensions in feet in the space below (width x length x depth)</i>					
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. Handling Areas for Solid Manure, Feed and Dead Animals	<i>Note approximate dimensions in feet (width x length x depth)</i>					
Stacking slab						
Stockpile						
Manure pack on lot or floor						
Feed storage areas – (describe if covered or uncovered)						
Dead animal treatment						
Other (describe):						
F. Animal Numbers	<i>Note: these animal numbers should total the same as proposed animal numbers listed on page 5</i>					
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 w/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						
Others (list types):						
1.						
2.						

XII. Manure Management

The type of manure management plan required for your facility depends on whether you transfer ownership of your manure. Begin with part XII.A. and follow the instructions to determine if you transfer ownership and which type of manure management plan you need to complete.

A. Transferred Manure

1. Answer questions 1.a. and 1.b. below to see if you (the feedlot owner/operator) transfer ownership of any of your manure.
 - a. Is **all** manure from your feedlot applied onto land that is owned, leased, or rented by yourself? ☐ Yes ☐ No
If you answer “**Yes**” then you **do not** transfer ownership of your manure and you can move on to Section XII.B. for Non-transferred Manure.
If you answer “**No**”, go to the next question (1.b.).
 - b. For **any** manure application sites **not** owned, leased, or rented by the feedlot owner/operator, or under an access agreement, have you or employees working under your direction been given control of the field and nutrient planning decisions, including planning for nutrient rates, timing, and methods? ☐ Yes ☐ No
If your answer is “**Yes**”, go to Part XII.B.
If your answer is “**No**”, manure ownership is considered to be transferred and you **must** complete item 2., below.
2. Do you transfer all (100%) of the manure generated at your facility? ☐ Yes ☐ No
If “**Yes**”, complete the manure management plan requirements as described in the MPCA guidelines “*Manure Management Plan Requirements when Ownership of Manure is Transferred*” (<http://www.pca.state.mn.us/publications/wq-f8-12.pdf>) for the land application of **all** of the manure generated at your facility.
If “**No**”, do **both** a. and b.:
 - a. For the portion of your manure that is transferred, complete the manure management plan requirements as described in the MPCA guidelines “*Manure Management Plan Requirements when Ownership of Manure is Transferred*” (<http://www.pca.state.mn.us/publications/wq-f8-12.pdf>);
and
 - b. For the portion of your manure that **is not** transferred, complete the requirements of Part XII.B. below.

B. Non-transferred Manure - For all manure where ownership of the manure is **not** transferred, complete items 1 and 2 below.

1. List the number of acres available for spreading non-transferred manure:

Acres owned: _____ Acres rented/leased: _____
Other acres where the feedlot owner/operator controls field and nutrient planning decisions: _____
2. Submit a manure management plan that includes all of the required items in the MPCA guidelines “Manure Management Plans (MMPs) for NPDES Permitted Feedlots Guidance.”

C. Manure Application Setbacks to Waters

(Complete for non-transferred manure. If all manure is transferred go to Section XIII.)

Several options are available in the NPDES Permit regarding land application setbacks to waters. However, federal regulations require additional documentation from feedlot owners/operators who use manure application setbacks (from waters of the United States) that are less than 100 feet of non-grassed area or less than 35 feet of grassed area.

1. Will manure from your facility be spread within 300 feet of a lake, stream, intermittent stream, public waters wetland, drainage ditch without berms, open tile intake, or other waters of the United States?

☐ Yes ☐ No

If **“Yes”**, you **must** continue on to item 2 below.

If **“No”**, you may go on to Section XIII. on page 10 of the permit application.

2. Complete the questions below, beginning with the question under the heading “Option 1”, regarding manure application practices near surface waters. Follow the instructions to determine whether you need to attach additional information about your land application setbacks.

Option 1

My setbacks from waters and tile intakes are more than 35 feet of grass-covered land or more than 100 feet of non-grassed land.

☐ Yes ☐ No

If **“Yes”**, then stop here and go to Section XIII. on page 10 of the permit application.

If **“No”**, then go to Option 2.

Option 2

- a. I use the 25-foot (or greater) setback in special protection areas, as allowed under Minn. R. 7020.2225, subp. 6b(2a). I will follow permit requirements when surface applying along bermed drainage ditches.
- b. I inject or incorporate manure within 24 hours and prior to rainfall on all land within 300 feet of waters and tile intakes, and I use manure incorporation methods that do not compromise my erosion control. I use manure to replace crop nutrient needs that would otherwise need to be met with other nutrient additions, and I avoid soil phosphorus build-up within 300 feet of waters where the soil already has sufficient phosphorus for crop growth.

☐ Yes ☐ No

☐ Yes ☐ No

If you answered **“No”** to either question 2.a. or 2.b. above, then go to Option 3.

If you answered **“Yes”** for both questions 2.a. and 2.b., go on to Section XIII. of this application.

(If you answered “yes” to both 2.a. and 2.b. you have demonstrated that your setbacks and management provide greater water quality protection than a 100-foot non-manured setback. The report entitled “Runoff Reductions Due to Incorporated Manure: A Literature Review” supports your demonstration of better protection with Option 2. This document is available on the MPCA’s Web site <http://www.pca.state.mn.us/hot/feedlot-management.html>.)

Option 3

Federal regulations require additional documentation from feedlot owners/operators who use manure application setbacks (from waters of the United States) that are less than 100 feet of non-grassed area or less than 35 feet of grassed area. If you use alternative setbacks to those described in Options 1 or 2 above, you must show that the alternative setbacks will provide equal or greater protection to water quality than a 100-foot setback.

If you answered **“No”** to any of the questions under Options 1 and 2 above, you will need to attach documentation and relevant research results that show how your setbacks from waters and tile intakes provide equal or greater protection than a 100-foot non-manured setback.

I have attached the required information demonstrating equivalent or better protection with the setbacks that I use.

☐ Yes ☐ No

XIII. Required Notifications for Permit Application Process (for construction or expansion only)

(If there is no proposed construction or expansion, move on to Section XIV.)

The notifications required under items A - C are required to be done during the permit application process **for construction or expansion**. Additional notices are required to be made by the feedlot owner/operator in accordance with 1) Minn. R. 7020.2002 during removal of manure; 2) Minn. R. 7020.2100, subp. 5, for construction of a liquid manure storage system; and 3) Minn. R. 7020.2125, subp. 4.E., for construction of a permanent stockpile area.

A. All facilities: Notice to county, township, and city authorities (Minn. R. 7020.2000, subp. 5)

An owner of an animal feedlot (facility) proposing to **construct a new or expand an existing facility** of any animal unit (AU) capacity shall complete the information listed below and submit a copy to all local units of government with zoning authority over the project (e.g., if the project is located in a township, submit the form to the township **and** to the county).

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

Location: _____
County Township Section ¼ Sec.

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: County: _____ Township and/or City: _____

B. 500 or more AU: Notice to residents and property owners within 5,000 feet of a proposed project (Minn. Stat. §116.07, subd. 7a.)

1. **Notice Methods.** An owner of an animal feedlot that is **proposing to construct a new or expand an existing facility** to house 500 AU or more, (after construction or expansion), 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 item A, above, and be completed in one or more of the following methods:**

- **Newspaper Notice:** Publish in a newspaper of general circulation within the affected area a notification containing the information listed in item A. above. An example of a notification can be found in the factsheet *Permit Notification Requirements – Feedlots with more than 500 Animal Units* on the MPCA Web site <http://www.pca.state.mn.us>.
- **Written Notice:** Send a written notice to each resident and owner of real property containing the information listed in item A. above. This notice may be delivered by first-class mail or in person.
- **Conditional Use Permit Notice:** Provide equal or greater notification than that required in item A. above as part of obtaining a county Conditional Use Permit.

2. **Verification of Notice.** I have attached the information that documents that the necessary steps have been taken to complete the notice method not less than 20 days before I expect my permit to be issued. This information consists of one or more of the following forms of notice (check all that apply):

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

C. Public Meeting for Facilities with Less than 1,000 AU (Minn. Stat. § 116D.04, subd. 2a.(d)(3))

- If your facility: - Is constructing a new facility or expanding an existing facility, and
- Will have a capacity of less than 1,000 AU when the project is complete:

Has a public meeting been held, or will a public meeting be held, where citizens will be provided an opportunity to give input regarding your facility?

☐ Yes ☐ No

If Yes, provide the date: _____

XIV. Certification of Eligibility for the General NPDES/SDS Permit

A. Purpose. Owners of livestock and poultry facilities (feedlots) are required by federal and state rules to apply for coverage under the NPDES/SDS Permit Program if their feedlot:

1. Meets the definition of Large Concentrated Animal Feeding Operation (CAFO) as defined in 40 CFR § 122.23 (b)(4).
2. Is capable of holding 1,000 or more animal units (AU) (i.e., AU as defined under Minn. R. 7020.0300, subp. 5).

The State of Minnesota issues two types of NPDES/SDS Permits, individual and general. Owners may obtain coverage under the General NPDES/SDS Permit if the facility meets certain eligibility requirements. This section must be completed by the owner of a feedlot who intends to be covered under the General NPDES/SDS (<http://www.pca.state.mn.us/publications/wq-f3-38.pdf>). Those facilities that do not meet the eligibility requirements for the General NPDES/SDS Permit will be issued an individual NPDES/SDS Permit.

B. Eligibility Questions. Answer the questions listed in this section to determine if you are eligible for coverage under the General NPDES/SDS Permit. These eligibility conditions are listed in Part I.D. of the General NPDES/SDS Permit. If you answer yes to any of the questions you may not be eligible for coverage under the General NPDES/SDS Permit.

1. Have you requested coverage under an individual NPDES/SDS Permit? ☐ Yes ☐ No
2. Have you agreed to have conditions placed in your permit, which are not covered by the General NPDES/SDS Permit provisions? ☐ Yes ☐ No
3. Have you had any formal enforcement actions levied against you and, as a result of past violations, the MPCA determined that additional conditions were necessary? ☐ Yes ☐ No
4. Do you have any pollution hazards (as defined in Minn. R. 7020.0300, subp. 19a) at your facility? ☐ Yes ☐ No
5. Are you aware of any petitions submitted in relation to your facility in accordance with Minn. R. 7001.0210, subp. 6, or under 40 CFR 122.28 (b)(3), which allow any person to petition the commissioner of the MPCA to issue an individual permit? ☐ Yes ☐ No
6. Are you proposing to use a technology for handling, processing and/or storing manure that require conditions placed in your permit which are not covered by the General NPDES/SDS Permit provisions? ☐ Yes ☐ No
7. Will you handle, store, or treat any non-feed material other than manure on the site that will require conditions placed in your permit which are not covered by the General NPDES/SDS Permit provisions? ☐ Yes ☐ No
8. Will you be applying liquid manure to frozen or snow-covered soils at times that are not consistent with the requirements for winter application of manure found in Part II.B.4.b. of the General NPDES/SDS Permit? ☐ Yes ☐ No

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

The following items are required to be included with *all* applications. (Please use the checkboxes as a checklist for yourself.)

- ☐ A. Permit application fee: (Check payable to: Minnesota Pollution Control Agency)
- For a General NPDES/SDS Permit: \$620
 - For a new Individual NPDES/SDS Permit: \$1860
 - For re-issuance of an Individual NPDES/SDS Permit: \$620
- ☐ B. Site Sketch or Aerial Photograph of the land within 1,000 feet of the facility as required in Section VIII. The photograph must show the location of buildings, manure storage areas, silage and feed storage areas, milking center storage or treatment areas, and runoff control structures.
- ☐ C. Manure Management Plan including the information listed in Section XII.
- ☐ D. Air Emission Plan with a Complaint Response Protocol meeting the requirements of Minn. R. 7020.0505, subp. 4, item B(1). Use MPCA forms or other documentation that includes all required information.
- ☐ E. Emergency Response Plan meeting the requirements of Minn. R. 7020.0505, subp. 4, item B(2). Use MPCA forms or other documentation that includes all required information.
- ☐ F. Animal Mortality Plan that identifies procedures and protocol to manage animal mortalities. Use MPCA forms or other documentation that includes procedures to protect water quality when managing dead animals.
- ☐ G. Operation and Maintenance Plan for all areas used to store manure, litter, or process wastewater, stormwater controls, and groundwater monitoring systems (as needed). Use MPCA forms or other documentation that includes operation and management practices used at this site.

The following items are required to be submitted for construction or expansion. (Please use the checkboxes as a checklist for yourself.)

- ☐ H. Plans and Specifications for construction of any liquid manure storage area. If construction, expansion, or modification of a liquid manure storage structure is proposed as part of this permit application, plans and specifications that meet the requirements in Minn. R. 7020.2100 are to be developed and submitted with this application. 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.
- ☐ I. Stormwater Pollution Prevention Plan is to be developed for construction activities that will disturb **one** acre or more of total land area. The plan is to be included with the permit application only if **three** acres or more are disturbed. The plan is to address erosion and sediment control measures that will be taken during construction, and the operation and maintenance activities required for temporary and permanent stormwater controls.
- ☐ J. Groundwater Monitoring Plan, if an assessment by the MPCA determines groundwater monitoring is needed.
- ☐ K. Notifications required under Section XIII.
- ☐ L. **Keep a copy of this application form and all required submittals for your records.**

XVI. Applicant's Agreement and Certification

I, the undersigned applicant(s), in accordance with Minn. R. ch. 7020 for the control of pollution from animal feedlots and manure storage areas and 40 CFR part 122, hereby apply to the MPCA for a permit to construct, expand, and/or operate an animal feedlot or manure storage area under the National NPDES and SDS Permit programs. I certify that, in accordance with Minn. R. 7020.0505, subp. 4, item E, and 40 CFR part 122.21, I will submit additional information relating to the facility design, construction, or operation as requested by the MPCA to evaluate compliance with applicable federal and state laws and rules.

I hereby certify that I have read and understand the requirements provided in Section XIV for coverage under the General NPDES/SDS Permit. By my signature below, I represent that I have the authority to execute this certification on behalf of the owners of the facility. I further understand that if my facility does not meet the criteria for coverage under the General NPDES/SDS Permit, this permit application will be used by the MPCA as an application for an individual NPDES/SDS Permit which will be processed in accordance with the requirements of Minn. R. ch. 7001.

I 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 further certify that the design, construction, and operation of the facility will be in full compliance with the MPCA feedlot rules, Minn. R. ch. 7020.

I also certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, 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.

Applicant's Signature

Print name: _____ Print official title: _____

Office phone: _____ Cell phone: _____

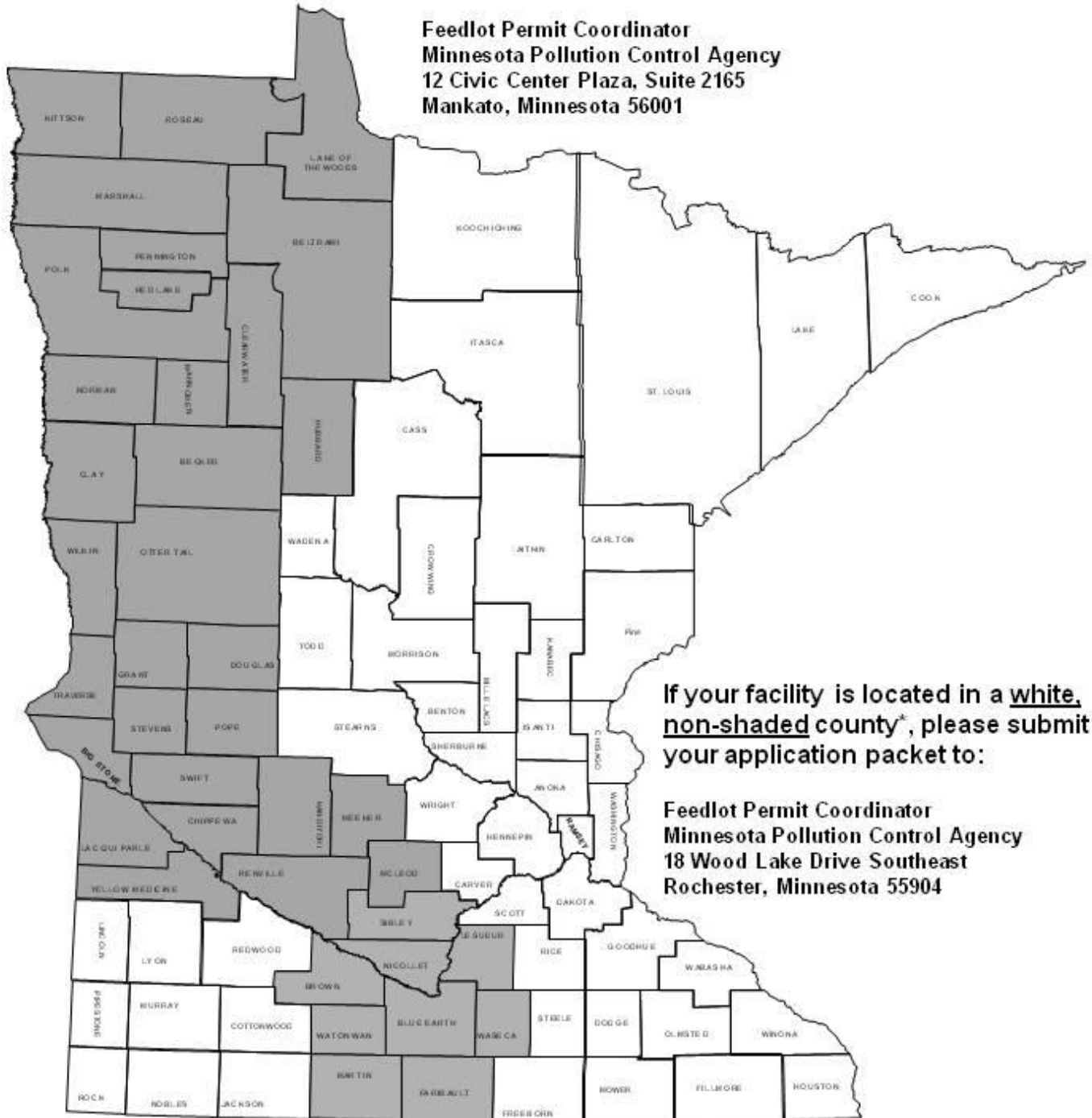
Signature: _____ Date: _____

Please submit your completed application packet to the MPCA office indicated on the map on page 13 of this application.

Application Submittal Map

If your facility is located in a shaded county*, please submit your application packet to:

**Feedlot Permit Coordinator
Minnesota Pollution Control Agency
12 Civic Center Plaza, Suite 2165
Mankato, Minnesota 56001**



If your facility is located in a white, non-shaded county*, please submit your application packet to:

**Feedlot Permit Coordinator
Minnesota Pollution Control Agency
18 Wood Lake Drive Southeast
Rochester, Minnesota 55904**

***Note:** If you have multiple facilities located in both the shaded and non-shaded areas and being permitted at the same time, you may submit all application packets to one of the two submittal addresses listed.

Updated December 2011