*[Insert county header here. Delete this text if using pre-printed letterhead]*

[Today's date]

[Facility contact name]

[Facility name]

[Mailing address]

[City, State Zip]

RE: Construction Short Form Permit Number: [County name] County - CSF [Permit #]

State of Minnesota Feedlot Registration Number: [Reg #]

T[Twp #]N, R[Range #]W, Section [Sect #], [Twp name] Township, [County name] County

Dear [Facility contact name]:

Enclosed is the *Construction Short Form (CSF) Permit* (Permit) issued to your facility. You are authorized to construct and/or expand your facility in accordance with your permit application, the enclosed Permit, and any other applicable rules and regulations. Enclosed is the facility components sheet that identifies the components authorized by this Permit. This permit shall supersede any and all previous feedlot permits issued to the facility.

Construction or expansion notifications

If you are constructing or expanding a manure storage area (liquid or solid) or poultry barn floor, you must:

* Notify the County Feedlot Officer (CFO) at least three business days prior to starting construction or expansion;
* Notify the CFO prior to backfill against vertical walls of a manure storage area; and
* Notify the CFO within three business days following completion of construction or expansion.

Construction Stormwater Permit coverage

If the proposed construction will disturb more than one acre of soil you must:

* Have a trained individual develop a Stormwater Pollution Prevention Plan (SWPPP) prior to commencement of construction activities;
* Hire a person trained in Construction Stormwater Site Management to perform site management duties and weekly and rain event inspections; and
* Comply with the Construction Stormwater Permit Requirements found on the   
  Minnesota Pollution Control Agency (MPCA) website at: <https://www.pca.state.mn.us/sites/default/files/wq-strm2-80a.pdf>.

In addition to the items above, if construction will disturb five or more acres of soil, you must:

* Apply for and obtain a Construction Stormwater Permit. You can apply for permit coverage on the MPCA website at: <https://www.pca.state.mn.us/water/construction-stormwater>.

Extensions

If the work authorized by this Permit cannot be completed prior to expiration of the Permit, you may request an extension of up to 24 months. The request must be received at least 90 days prior to expiration of the Permit and comply with Minn. R. 7020.0535, subp. 5.

County specific information

*[insert any county specific info here. If none, delete this section from the template]*

Your CSF permit application also fulfills the requirement to register your animal feedlot with the State of Minnesota.

If you have any questions about the terms and conditions of the CSF Permit or the feedlot rules, please contact [County contact name] at [County contact phone] or by email at [County contact email].

Sincerely,

[CFO name]

[XXX/XXX:xxx]

Enclosures

cc: [Consultant or Engineer]

|  |  |
| --- | --- |
|  | [County name] County-CSF [Permit #]  Construction Short-Form (CSF) Permit  Authorization for the construction and/or expansion  of an animal feedlot or manure storage area  having a capacity of 300 to 999 animal units  Feedlot Program |

## **Facility information**

|  |  |
| --- | --- |
| **Owner(s) name(s):** | [Owner name(s)] |
| **Legal name of facility:** | [Facility name] |
| **Address:** | [Mailing address], [City, State Zip] |
| **Location:** | [NE, NW, SE, SW] ¼ of Section [Sect #], [Twp name] Township, [County name] County |
| **Maximum animal unit capacity:** | [AU capacity] |
| **State of Minnesota Feedlot Registration Number:** | [Reg #] |

## **Permit information**

|  |  |  |  |
| --- | --- | --- | --- |
| Issuance date: | [Month day, year] | Expiration date: | [Month day, year] (11:59 p.m.) |

This Permit provides authorization to construct and/or expand the proposed facilities, described in the permit application and related submittals. The Permittee must comply with the planning, design, construction, notification, and operation requirements of Minn. R. 7020.2000 to 7020.2225, and all applicable requirements in Minn. Stat. chs. 115 and 116, as amended, and Minn. R. chs. 7001, 7020, 7050, and 7060. This Permit supersedes any previous Minnesota Pollution Control Agency feedlot permit issued to this facility.

In addition to the terms and conditions of this Permit on the following page, the items below are incorporated by reference into this Permit:

* Any design plans and specifications prepared for proposed construction or expansion including approved amendments.

|  |  |
| --- | --- |
| *Signature:* |  |

[CFO name]

[County name] County Feedlot Officer

## **General conditions (Minn. R. 7001.0150, subp. 3)**

1. The agency's issuance of a permit does not release the permittee from any liability, penalty, or duty imposed by Minnesota or federal statutes or rules or local ordinances, except the obligation to obtain the permit.
2. The agency's issuance of a permit does not prevent the future adoption by the agency of pollution control rules, standards, or orders more stringent than those now in existence and does not prevent the enforcement of these rules, standards, or orders against the permittee.
3. The permit does not convey a property right or an exclusive privilege.
4. The agency's issuance of a permit does not obligate the agency to enforce local laws, rules, or plans beyond that authorized by Minnesota statutes.
5. The permittee shall perform the actions or conduct the activity authorized by the permit in accordance with the plans and specifications approved by the agency and in compliance with the conditions of the permit.
6. The permittee shall at all times properly operate and maintain the facilities and systems of treatment and control and the appurtenances related to them which are installed or used by the permittee to achieve compliance with the conditions of the permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. The permittee shall install and maintain appropriate backup or auxiliary facilities if they are necessary to achieve compliance with the conditions of the permit and, for all permits other than hazardous waste facility permits, if these backup or auxiliary facilities are technically and economically feasible.
7. The permittee may not knowingly make a false or misleading statement, representation, or certification in a record, report, plan, or other document required to be submitted to the agency or to the commissioner by the permit. The permittee shall immediately upon discovery report to the commissioner an error or omission in these records, reports, plans, or other documents.
8. The permittee shall, when requested by the commissioner, submit within a reasonable time the information and reports that are relevant to the control of pollution regarding the construction, modification, or operation of the facility covered by the permit or regarding the conduct of the activity covered by the permit.
9. When authorized by Minn. Stat. §§ 115.04; 115B.17, subd. 4; and 116.091, and upon presentation of proper credentials, the agency, or an authorized employee or agent of the agency, shall be allowed by the permittee to enter at reasonable times upon the property of the permittee to examine and copy books, papers, records, or memoranda pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the permit; and to conduct surveys and investigations, including sampling or monitoring, pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the permit.
10. If the permittee discovers, through any means, including notification by the agency, that noncompliance with a condition of the permit has occurred, the permittee shall take all reasonable steps to minimize the adverse impacts on human health, public drinking water supplies, or the environment resulting from the noncompliance.
11. If the permittee discovers that noncompliance with a condition of the permit has occurred which could endanger human health, public drinking water supplies, or the environment, the permittee shall, within 24 hours of the discovery of the noncompliance, orally notify the commissioner. Within five days of the discovery of the noncompliance, the permittee shall submit to the commissioner a written description of the noncompliance; the cause of the noncompliance; the exact dates of the period of the noncompliance; if the noncompliance has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance.
12. The permittee shall report noncompliance with the permit not reported under item K as a part of the next report which the permittee is required to submit under this permit. If no reports are required within 30 days of the discovery of the noncompliance, the permittee shall submit the information listed in item K within 30 days of the discovery of the noncompliance.
13. The permittee shall give advance notice to the commissioner as soon as possible of planned physical alterations or additions to the permitted facility or activity that may result in noncompliance with a Minnesota or federal pollution control statute or rule or a condition of the permit.
14. The permit is not transferable to any person without the express written approval of the agency after compliance with the requirements of Minn. R. 7001.0190 or 7020.0405, subp. 4, if applicable. A person to whom the permit has been transferred, or reissued, shall comply with the conditions of the permit.
15. The permit authorizes the permittee to perform the activities described in the permit under the conditions of the permit. In issuing the permit, the state and agency assume no responsibility for damage to persons, property, or the environment caused by the activities of the permittee in the conduct of its actions, including those activities authorized, directed, or undertaken under the permit. To the extent the state and agency may be liable for the activities of its employees, that liability is explicitly limited to that provided in the Tort Claims Act, Minn. Stat. § 3.736.

## **Permitted facility components for** [Facility name]**,** [Reg #], [County name] **County-CSF** [Permit #]

* 1. **Authorized animal types**

|  |  |  |
| --- | --- | --- |
| **Animal type** | **Maximum head** | **AU** |
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* 1. **Authorized animal holding area type(s)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Status** | **Type** | **Length (ft)** | **Width (ft)** | **Animal type(s)** | **Head** | **AU** |
| **1.** |  |  |  |  |  |  |  |
|  | *Additional animal type housed in this component* | | | |  |  |  |
|  | *Additional animal type housed in this component* | | | |  |  |  |
| **2.** |  |  |  |  |  |  |  |
|  | *Additional animal type housed in this component* | | | |  |  |  |
| **3.** |  |  |  |  |  |  |  |
|  | *Additional animal type housed in this component* | | | |  |  |  |
| **4.** |  |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |  |

* 1. **Authorized manure storage area type(s):**

| **Status** | **Type** | **Length (ft)** | **Width (ft)** | **Depth (ft)** | **Capacity** | **Units** |
| --- | --- | --- | --- | --- | --- | --- |
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