

On-line feedlot permitting overview

Applications to the Minnesota Pollution Control Agency (MPCA) for feedlot permits must be submitted on-line. The MPCA no longer accepts paper applications. Below is an overview of the on-line permit application process.

Setting up an account



- Create an Online Services account at: <https://webapp.pca.state.mn.us/services/login/>
- Verification of account via email is required
- Set up “Challenge Questions” in the *My Profile* section of your homepage
- These will be used in the application signature process
- Click *Add Online Service* to add the “Feedlot Permitting Service” to your homepage

Requesting access to a facility



- Locate the facility on a map and request one of the facility access levels
- Feedlot Signatory** – a person legally authorized to sign the application (ie. owner)
- Required for every facility, even if a consultant is used to complete the application
- Feedlot Preparer** – a person helping complete the application (ie. consultant)
- Optional – Feedlot signatories grant/manage access to feedlot preparers

Entering facility information



- Enter detailed information about the facility, such as...
- Contact information
 - Proximity to sensitive features/wells
 - Animal holding area dimensions
 - Capacity of animal holding areas
 - Manure storage area dimensions
 - Manure storage area capacity
 - Outdoor feed storage area dimensions
 - Mortality compost area dimensions

Attaching documents



- Upload documents needed for a complete application, such as...
- Manure management plan (MMP) – must use MPCA standardized forms
 - [MMP spreadsheet](#) data file and/or [manure transfer plan](#)
 - Plans and specifications for new or modified manure storage areas
 - [Good neighbor notice](#) verification (500+ animal units)

Submitting the application



- Electronically sign and submit – must pay applicable permit fees
- Submittal only allowed if **ALL** required info is included – copy sent via email
- MPCA reviews the application and sends permit via email
- NPDES or SDS permits – at least 60 days (longer with EAW or significant public comments)
 - CSF or interim permits – typically 30 days (longer with EAW or significant public interest)

Step by step guide: <https://www.pca.state.mn.us/sites/default/files/wq-f3-06.pdf>.

Interactive narrated tutorial: <https://www.pca.state.mn.us/sites/default/files/wq-f3-60.pptx>.