



## Completing a Feedlot Permit Application

This information sheet will assist in the completion of a Minnesota Pollution Control Agency (MPCA) Feedlot Permit Application. See the information sheet titled "MPCA Feedlot Permit Application Process" for information on obtaining an application form and assistance in its completion.

Note: To ensure the quickest application review time and permit issuance, please take time to fill out the form as completely and accurately as possible.

Note: If feedlot will be less than 1,000 animal units, send completed application to the address on the front page of the form. If feedlot will be 1,000 animal units or more, then send the completed application form, the completed transmittal form, and the appropriate application fee to the address on the second page of the transmittal form, marked to the "Attn: Feedlot Staff". The amount of the application fee can also be found on the second page of the transmittal form.

### APPLICATION PAGE 1

#### APPLICATION STATISTICS

##### Name of Applicant

Name of person(s) or company having control or ownership of the facility, this is the name to be listed on the permit and may include a private individual(s), corporation or cooperative.

##### Address and Phone

The mailing address and phone number where correspondence or the permit may be sent, and where someone may call to obtain additional information.

**Farm owners' names and addresses** (if different than those listed above).

Any owners in addition to those already listed or the contact person for a company, corporation or cooperative.

##### Location of Feedlot

Permits are issued for a specific site so it is important to have the correct information. This information is available on soil survey or county maps and can be obtained from the local Natural Resource and Conservation Service (NRCS), Soil and Water Conservation District (SWCD) or County Zoning office.

##### Existing MPCA Feedlot Permit Number

If the number is known, please be sure to include it so that past records can be referred to if necessary.

If the permit number is not known, but a permit has been issued in the past, please state "Permit number unknown."

1. REASON FOR APPLICATION - Check each box that applies.
2. SOILS AND HYDROLOGY (Items A-H)  
This information is available from the local NRCS, SWCD and/or County Zoning office and can be found in the NRCS Soils Survey, Agricultural Stabilization and Conservation Service (ASCS) aerial photos, well logs, Department of Natural Resources flood plain maps, or by personal observation.

## APPLICATION PAGE 2

### 3. MAXIMUM NUMBER OF ANIMALS

List the maximum number of each type of animal at any given time before and after the proposed changes.

If the change is a modification of the site, where a new barn is being added to replace an existing structure or a manure storage basin will be constructed, there may be no difference in the numbers in either column. If this is so, please complete both columns anyway, so the reviewing staff are clear that the animal numbers will not be changing.

### 4. MANURE MANAGEMENT

#### A. Number of acres available for spreading manure.

This is the number of cropland acres on which manure from this site will actually be spread.

#### *Acres Owned*

Number of cropland acres owned by permittee.

#### *Acres Rented*

Number of cropland acres rented by permittee.

#### *Acres Available from Neighbors*

Number of cropland acres available from neighboring land owners where manure from the site will be spread.

**A land application agreement is required for all land not owned or rented by the permittee.** This agreement is to be a signed statement from the neighboring land owner identifying the location and number of

cropland acres available, and any other sources of manure spread on these same parcels of land. An ASCS aerial photo is also to be included for each land parcel with the parcel clearly identified.

#### B. Manure from other sources.

If the permittee spreads manure on any acreage listed in 4.A. from a site other than the one identified on the application form, check "Yes." If "Yes" is checked, please attach a separate sheet of paper identifying the location, number of animals and amount of manure spread on the acreage listed in 4.A. from this feedlot(s).

#### C. Method of spreading manure.

Check all that apply - The method of land applying manure will affect the number of acres required to field spread the manure at the appropriate rates.

## APPLICATION PAGE 3

### 5. LISTING OF EXISTING AND PROPOSED STRUCTURES

List ALL livestock confinement structures on the farmstead.

It is helpful to draw the farmstead sketch required in Item #6 before filling out this portion of the application. Label each of the barns and open lots #1, #2, etc.

If there is more than one new barn and/or more than five existing barns, use the space at the bottom of Page 3 or a separate

sheet of paper to list the required information for 5.A.-E.

A. Feedlot Facility Type

*Total Confinement Barn*

Livestock in the barn all of the time.

*Partial Confinement Barn*

Livestock inside or outside (on an open lot or in pasture).

*Open Lot with Runoff Controls*

Open lot, corral, feed floor or poultry range where rainfall or snow melt waters are controlled to prevent them from entering surface or ground water. These controls may include a runoff collection basin, diversion or grassed filter system.

*Open Lot without Runoff Controls*

None of the controls listed above are in place or proposed to be installed.

List the size of each of these structures in the appropriate box. If a partial confinement barn has an open lot, list the dimensions of the barn in the "Partial Confinement Barn" row and the open lot dimensions in the appropriate "Open Lot" row.

B. Animal Type

List the maximum number of animals to be housed at any one time in each barn and/or open lot after the proposed change is complete. The total numbers in each animal type row should match the number listed for that animal type in the right hand column of Item 3, Page 2.

C. Floor Type

Place an "X" in the appropriate box describing the type of flooring in the barn. If the flooring is a combination of flooring types, (such as concrete and slatted) then place an "X" in each box that applies.

D. Manure Storage

List the dimensions of the manure storage structure in the appropriate row for the storage type and in the column under the barn that the structure provides storage for. Please indicate if the structure provides storage for more than one barn.

E. Frequency of Manure Removal

List how often the manure is removed from each of the manure storage structures listed in 5.D. (i.e., weekly, every three months, daily, once per year).

**APPLICATION PAGE 4**

6. ENCLOSURES TO THE FEEDLOT PERMIT APPLICATION

A. Sketch of Farmstead

The sketch does not need to be to scale, but it is very useful to the application review staff in getting a better image of the farmstead layout. As mentioned before, it is also very helpful in completing Page 3 of the application form. The location of all existing and proposed barns, open lots and manure storage structures should be shown on the sketch.

B. ASCS Aerial Photo

The photo should clearly indicate the location of the facility and all manure application sites to be used for this facility.

C. NRCS Soil Map

The location of the facility should be clearly indicated on the map.

**Note:** The ASCS aerial photo and NRCS soils map can be obtained from the local ASCS, NRCS or SWCD office.

D. Plans for proposed earthen manure storage basin

The MPCA requires that all proposed earthen holding basins are to be designed by the SCS or a qualified registered professional engineer.

E. Soil Boring Report

A soil boring report is to be submitted for all sites proposing an earthen manure storage basin or a below-ground concrete pit. This is not the same as a SCS Soil Map.

**Note:** See the information sheets titled “MPCA Earthen Manure Storage Basin Requirements” and “MPCA Concrete Pit Requirements” for additional information on Items 6.C. and D.

7. OTHER PERMIT REQUIREMENTS

A. Local Permits

This is enclosed as a reminder to the project proposer to obtain all necessary permits. The issuance of

local permits and the MPCA permit are separate actions.

B. Legal Action

This assists permit review staff to determine the correct contact person and who is responsible for site management.

8. ASSISTING OFFICIAL GENERAL COMMENTS

These comments or signature are not mandatory. However, if someone from the county, NRCS, SWCD, Extension Service or MPCA have provided assistance in completion of the application and/or conducted an on-site visit, please ask them to sign this portion.

9. APPLICANT’S AGREEMENT

The application **MUST BE SIGNED** before a permit or certificate can be issued. If the application is not signed, it will be returned to the permittee for signature. This will delay the issuance of the MPCA permit.

**For Further Information**

Minnesota Pollution Control Agency  
520 Lafayette Road  
St. Paul, Minnesota 55155-4194  
(651) 296-7203 or contact the  
Feedlot Customer Service Number at  
1-877-feed10t (1-877-333-3508)