



BENTON COUNTY PLANNING & ZONING DEPARTMENT
531 DEWEY STREET, PO BOX 129
FOLEY, MN 56329-0129
PHONE: (320) 968-5065 FAX: (320) 968-5351

CONDITIONAL USE PERMIT APPLICATION

Feedlot / Livestock Waste Storage Facility

Application Fee: \$500 (\$954 if it is an after the fact application) **File No.** _____

As set forth in Section 11.6 of the Benton County Development Code.

Property Owner _____ Phone _____
Mailing Address _____
Property Address _____
Parcel I.D. Number _____ Township _____
Section _____ Twp/Range _____ Legal Description _____

Benton County strongly recommends that you discuss your proposal with the adjacent property owners before a formal application is made. Any conflicts you can resolve ahead of time will make it easier and faster for the County to process your application.

New Feedlot or Expansion (please circle) No. of Animal Units (existing) _____
No. of Animal Units (proposed) _____

Is this application for a Livestock Waste Storage Facility? Yes or No

Is this application for Intensive Livestock/Poultry Farming? Yes or No

Is the proposal within any of the following areas? (circle all that apply)

o Shoreland: Lake or River o Floodplain o Wetland

MPCA Certificate of Compliance _____
(note the date of permit and remit a copy MPCA permit with application)

It is the burden of the applicant to demonstrate satisfaction of the criteria for granting a conditional use permit stated in Section 11.6 of the Development Code (attached).

****Applications will be deemed incomplete if items 1-13 below are not addressed.****

Provide a detailed description and reason for the request on a separate piece of paper that addresses the following:

- 1) Indicate any impacts on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area. Please explain why there will be no excessive burden on these uses.
- 2) Describe how the use is compatible or separated by distance or screening (landscaping, fences, etc) from adjacent agricultural or residentially zoned or used land (show on site plan). Explain why the proposed use will not be depreciated the value or deter development of adjacent parcels.
- 3) Describe the appearance of any proposed structures. Explain why they will not have an adverse effect upon adjacent properties.
- 4) Explain how the proposed use is related to the existing land use.

- 5) Explain how the proposed use is consistent with the purpose and intent of the Development Code and the purposes of the zoning district.
- 6) Explain how the proposed use is in harmony with the Land Use Plan of the county.
- 7) Describe the anticipated traffic impact for the proposed use. Describe the road access and visibility (show on site plan). Type and number of parking and loading spaces to be provided (show on site plan). Explain why there will be no traffic hazards or congestion.
- 8) Describe any wetland impacts. If wetlands are impacted explain how the proposed project will respond to the wetland provisions of Minnesota Statutes Chapter 103G.
- 9) Describe the number of employees and proposed hours of operation for the proposed use.
- 10) Describe how erosion and stormwater will be managed and amount of area to be disturbed.
- 11) Describe location of the building(s) containing livestock (include the maximum number and type of animals for each building). (show on site plan).
- 12) Provide a copy of a detailed manure management for the feedlot, including location of storage areas and location of manure spreading and lease or easement agreements if not owned by applicant.
- 13) Describe the air emission plan that include methods and practices that will be used to minimize air emissions resulting from feedlots and manure storage including start-up practices, loading, and manure removal; measures to be used to mitigate air emissions in event that emissions exceed State standards; and complaint response protocol.

Building and Setbacks (As shown on site plan)

Structure Size_____	Dimensions _____
Lot Size_____	Lot Coverage_____
Height_____	Front Setback_____
Road type_____	OHWL Setback_____
ROW Setback_____	Rear Setback_____
Centerline Setback_____	Side Setback_____
Feedlot Setback_____	Side Setback _____

Note: In order to fully evaluate the proposed use, please supply a site plan map that shows all applicable distances, setbacks, buildings, roads, wetlands, etc.

I hereby swear and affirm that the information supplied to the Benton County Planning & Zoning Department is accurate and true. I acknowledge that this application is rendered invalid and void should the County determine that information supplied by me, the applicant, in applying for this conditional use permit, is inaccurate or untrue.

Applicant's Signature _____ Date _____

Planning & Zoning Department Office Use only:

Zoning District: _____	Section of Ordinance(s): _____
Meeting Date: _____ (Date shall not be scheduled until staff confirms receipt of all materials)	
Reviewed for Accuracy: _____	

Conditional Use Permit Application Checklist

- 1) _____ A site visit with Planning & Zoning Department staff may be required.
- 2) _____ Provide applicant with a copy of Section 11.6 of the Development Code **“Criteria for granting Conditional Use Permits”**
- 3) _____ **Application packet** is completed and signed Applications are only accepted from property owners.
- 4) _____ Applicant must provide **evidence of ownership**. (A valid purchase agreement is acceptable.)
- 5) _____ Copy of the complete legal from the abstract is needed for recording.
- 6) _____ **A detailed sketch**, to scale, with a north arrow, of property is attached (show buildings, **distance** to property lines, septic, well, roads (name & number), driveway, wetlands, physical features, any feedlots within 1500 ft., etc.).*
- 7) _____ **Clearly identify** proposed structure(s), driveways, septic, fences, etc. by flagging or staking.
- 8) _____ A **Compliance Inspection** report must be provided for any existing sewage treatment system on the affected property at the time of application for a CUP.
- 9) _____ If the application is for a **new building** that will generate waste water/have plumbing, it must be able to support **TWO “STANDARD”** sewage treatment systems (proved by two soil borings: one for the primary site and one for the secondary site).
- 10) _____ Access approval from Township or County if new access is proposed.
- 11) _____ **Completed description of the request and statement of justification is attached.**
- 12) _____ Manure Management Plan included
- 13) _____ **Application Fee of \$500** (Including the \$46 recording fee) or as amended.
((\$954 if it is an after the fact application) Fees are non-refundable
- 14) _____ Applicant (or their representative) must be present at the Planning Commission public hearing.
- 15) _____ If the CUP is denied, by the Planning Commission, it cannot be resubmitted for six months.
- 16) _____ **Conditions may be included** on granted CUP's.
- 17) _____ **Granted Conditional Use Permits become void** if applicant does not proceed substantially (40% of the hours required to complete the project) **within one year** of the date the CUP is granted.
- 18) _____ The **CUP deals only with the use** of the property. A **Land Use Permit is required** prior to construction of any structures.

NOTE: A Public Hearing will be scheduled for the next available Planning Commission meeting **only if the applicant provides all the required information prior to the application deadline.** State of Minnesota Law requires public notification for at least 10 days prior to the hearing.

****Applicant is responsible for utilizing accurate property boundaries in submitted documents.***

Applicant

Date

REQUIREMENTS FOR THE SITE SKETCH

- Drawn to Scale;
- North Directional Arrow;
- Dimensions of lot
- Location of existing or proposed septic system (if applicable);
- Road/street names;
- Location of existing and proposed structures, showing all setbacks (including road right of way, side, front and rear yard, shoreline, ordinary high water mark (OHWL), feedlots);
- Driveway location;
- Location of well (if applicable);
- Location of adjacent existing buildings;
- Location of Wetland areas, fill and grading/vegetation alteration limits, floodplain (if applicable);
- Other information as may be requested

SITE PLAN (drawn to scale)

Please be as complete as possible. Include all of the following items listed where applicable:

Scale: 1 inch = _____ feet

Date of drawing _____

General Checklist

☐ north arrow ☐ lot dimensions ☐ structure location(s) ☐ setback measurements ☐ septic system location
☐ existing local drainage ☐ feedlots within 1500 feet ☐ wetland areas ☐ fill & grading/vegetation alteration limits

Water Resource Checklist

() location of floodway &/or flood fringe () location & setback distance from ordinary high water level (OHWL) () location of present & highest known water line

This image shows a full page of blank graph paper. The grid consists of small, equal-sized squares formed by thin black lines. There are no margins, text, or other markings on the page.

11.6 Conditional Use Permits

11.6.1 Criteria for Granting Conditional Use Permits

- (A) In granting a conditional use permit, the Planning Commission shall consider the effect of the proposed use upon the health, safety, morals, and general welfare of occupants of surrounding lands and water bodies.
- (B) Among other things, the Planning Commission shall make the following findings where applicable:
 - (1) Will the use create an excessive burden on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area?
 - (2) Is the use sufficiently compatible or separated by distance or screening from adjacent agricultural or residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land?
 - (3) Does the structure and site have an appearance that will not have an adverse effect upon adjacent properties?
 - (4) Is the use, in the opinion of the Planning Commission, reasonably related to the existing land use?
 - (5) Is the use consistent with the purposes of the Development Code and the purposes of the zoning district in which the applicant intends to locate the proposed use?
 - (6) Is the use in conflict with the Land Use Plan of the county?
 - (7) Will the use cause traffic hazards or congestion?
 - (8) Will the use violate the wetland provisions of Minn. Stat. Ch. 103G, as may be amended?

11.6.2 Conditions

- (A) In permitting a new conditional use or the alteration of an existing conditional use, the Planning Commission may impose, in addition to these standards and requirements expressly specified by this Ordinance, additional conditions which the Planning Commission considers necessary to protect the best interest of the surrounding area or the community as a whole.
- (B) These conditions may include, but are not limited to, the following:
 - (1) Increasing the required lot size or yard dimension.
 - (2) Limiting the height, size or location of buildings.
 - (3) Controlling the location and number of vehicle access points.
 - (4) Increasing the street width.

- (5) Increasing the number of required off-street parking spaces.
- (6) Limiting the number, size, location or lighting of signs.
- (7) Requiring diking, fencing, screening, landscaping or other facilities to protect adjacent or nearby property.
- (8) Designating sites for open space.
- (C) Any change involving structural alterations, enlargement, intensification of use, or similar change not specifically permitted by the conditional use permit issued, shall require an amended conditional use permit and all procedures shall apply as if a new permit were being issued. The Department of Development Director shall maintain a record of all conditional use permits issued including information on the use, location, and conditions imposed by the Planning Commission, time limits, review dates, and such other information as may be appropriate.

11.6.3 Procedure

- (A) Applications for conditional use permits will not be accepted from anyone who is not an owner of land for which the application is made.
- (B) The person applying for a conditional use permit shall fill out and submit to the Benton County Department of Development a conditional use application form and filing fee.
- (C) The Department of Development Director shall refer the application to the Planning Commission for review.
- (D) The Planning Commission shall hold a public hearing on the proposal within 90 days of the submission of an application to the Planning and Zoning Office. Notice of the public hearing shall be as provided by Minn. Stat. §394.26, as may be amended. (Ord. #247, adopted 12/20/94)
- (E) The petitioner or his representative shall appear before the Planning Commission in order to present evidence concerning the proposed conditional use.
- (F) If the Planning Commission grants the conditional use permit, it may impose conditions it considers necessary to protect the public health, safety and welfare. Such conditions may include a time limit for the use to exist or operate.
- (G) An amended conditional use permit application shall be administered in a manner similar to that required for a new conditional use permit. The fee shall be as set by separate action of the County Board. Amended conditional use permits shall include requests for changes in conditions and as otherwise described in this Ordinance.

- (H) No application for a conditional use permit shall be resubmitted for a period of 6 months from the date of said order of denial.
- (I) If a time limit or period review is included as a condition by which a conditional use permit is granted, the conditional use permit may be reviewed at a public hearing with notice of said hearing published at least 10 days prior to review; it shall be the responsibility of the Department of Development Director to schedule such public hearings and the owner of land having a conditional use permit shall not be required to pay a fee for said review. A public hearing for annual review of conditional use permits may be granted at the discretion of the Benton County Planning Commission.
- (J) Granted conditional use permits shall become void if applicant does not proceed substantially on the work within 1 year of the date the permit is granted. To proceed substantially means to make visible improvement to the property and to have had applied to the property at least 40 percent of the man hours which it is reasonably estimated will be necessary for completion of the project. 1 extension of not more than 1 year may be granted by the Planning Commission at their discretion.
- (K) If the land use does not conform to the conditions of the permit, the conditional use permit may be revoked.

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9.12 Feedlots and Intensive Livestock/Poultry Farming

(Ord. #292, adopted 05/19/98) (Ord. #407, adopted 11/14/06) (Ord. #342, adopted 04/16/02) (Ord. #431, adopted 10/07/08) (Ord. #352, adopted 12/17/02)

9.12.1 Permitted Uses

Tier I feedlots shall be a permitted use in areas zoned A or R-A, subject to the restrictions set forth in subsections 9.12.3 through 9.12.6.

9.12.2 Conditional Uses

- (A) Tier II feedlots shall be conditional uses in areas zoned A and R-A. Conditional use permits for feedlots may only be granted if the following requirements are met:
- (1) The applicant must obtain a valid MPCA certificate of compliance, as defined in Minn. R. 7020.0300, as may be amended, pertaining to the feedlot site.
 - (2) The feedlot must be located in compliance with the minimum setbacks and minimum parcel size restrictions described in subsection 9.12.3.
 - (3) The feedlot must meet the criteria of Section 11.6.
- (B) Livestock waste storage facilities shall be conditional uses in areas zoned A or R-A unless the proposed waste storage facility is covered by a building and has been specifically permitted by the Minnesota Pollution Control Agency (MPCA). If the livestock waste storage facility is covered by a building and has been approved by MPCA a conditional use shall not be required. Conditional use permits for waste storage facilities may only be granted if the following requirements are met:
- (1) The applicant must have obtained a valid MPCA feedlot permit.
 - (2) The waste storage facility must comply with all applicable state requirements for soil, water and air pollution.
 - (3) The facility shall not be located within 660 feet of any non-feedlot residence at which the storage facility is located.
 - (4) The facility must be at least 200 feet from a road right-of-way.

9.12.3 Minimum Setbacks and Parcel Size

	Tier I	Tier II
Number of Animal Units (au) Permitted:	50-999 au; 10-999 au in shoreland	1,000 – 2,500 au
Minimum Setbacks		
Non-Feedlot Residence	660 feet	660 feet
Centerline of Road	100 feet	100 feet

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Incorporated City with a Population over 500	660 feet	660 feet
Lake	1,000 feet	1,000 feet
River, Creek, Stream or Watercourse	300 feet	300 feet
Property Line	80 feet	80 feet
Existing Feedlot	660 feet	660 feet
Minimum Contiguous Parcel	35 acres	75 acres

9.12.4

Feedlot Expansion

- (A) A land use permit or conditional use permit obtained for a Tier I or Tier II Feedlot shall authorize the feedlot owner/operator to maintain any number of animal units within the allowable range for that tier. The number of animal units contained in the feedlot must not exceed the maximum allowed in the permitted tier. If the number of animal units contained in the feedlot at any time exceeds, or is anticipated to exceed, the number allowed in the permitted tier, the property owner must obtain a new or amended conditional use permit for the appropriate higher tier.
- (B) Notwithstanding Section 4.2, any otherwise lawful feedlot which is rendered nonconforming solely by expansion or extension of a municipal boundary may be expanded, provided that the expansion shall not encroach upon the affected municipality to any greater extent than the preexisting feedlot, and provided that the feedlot owner has obtained an appropriate land use permit or conditional use permit, as required by this Section.

9.12.5

Residential Setbacks

- (A) Non-feedlot residences must meet the minimum setbacks from a feedlot set forth in subsection 9.12.3. However, a feedlot or non-feedlot residence that was previously permitted to be within 660 feet of one another shall be permitted to expand or enlarged provided that the expansion does not encroach closer to the other to any greater extent than the existing residence or feedlot.
- (B) Existing residences on the same parcel as an existing feedlot may continue to have setbacks less than 660 feet should the two uses be split by subdivision of property resulting in each on individual parcels.
- (1) New residences or feedlots on the resulting properties shall meet required setbacks
 - (2) These existing buildings may be expanded or enlarged provided that the expansion does not encroach closer to the other to any greater extent than the existing residence or feedlot.

9.12.6

Permits

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All proposed feedlots shall require a separate permit to be submitted to the Department of Development for review. The following information shall be submitted as part of this permit:

- (A) A complete land use permit with a site plan indicating dimensions of feedlot and showing all existing homes, buildings, lakes, ponds, water courses, wetlands, dry-runs, rock outcroppings, roads, wells, general contour, and drainage plan and north arrow.
- (B) A copy of approval from the Pollution Control Agency to operate a feedlot.
- (C) Any additional required state or federal permits, such as a NPDES/SDS permit for construction activity through the Pollution Control Agency.
- (D) No feedlot shall be located within the Flood Plain.

Wetland Notice

Minnesota Law prohibits the draining or filling of any wetlands, unless specifically approved by the appropriate authorities.

“Wetlands” means lands transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water. For purposes of this definition, wetlands must have the following three attributes:

- 1) A predominance of hydric soils;
- 2) Are inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; and,
- 3) Under normal circumstances, support prevalence of such vegetation.

If you fill or drain a wetland in violation of Minnesota Law, you are subject to criminal penalties of up to **90 days in jail and/or a \$700 fine**. In addition, you could be ordered to restore any altered wetlands to their original condition at your own cost.

The placement of fill or dredged material in any wetland, lake, stream, river, pond, or prairie pothole may constitute a violation of Federal laws that are enforced by the U.S. Army Corps of Engineers. You are advised to contact that agency before commencing any such work.

There are eight types of wetland:

Type 1 – Seasonally flooded basins or flats. Soil is covered with water or waterlogged during seasonal periods but is usually well drained during the growing season.

Type 2 – Wet meadows. Soil is usually without standing water most of the growing season but is waterlogged within a few inches of the surface.

Type 3 – Soils which are usually waterlogged during the growing season and often covered with up to 6 inches of water. Many Type 3 wetlands have cattails and bulrushes and small open water area.

Type 4 – Soils which are usually covered with 6 inches to 3 feet of water during the growing season. Many Type 4 wetlands have cattails and bulrushes and much open water.

Type 5 – Shallow water ponds and reservoirs water 3 feet to 10 feet deep.

Type 6 – Shrub swamps. Soil is usually waterlogged during the growing season and are often covered with as much as 6 inches of water.

Type 7 – Wooded swamps. Soil is waterlogged at least to within a few inches of the surface during the growing season with as much as one foot of water. Occur mostly along sluggish streams or flood plains.

Type 8 – Bogs. Soil is usually waterlogged and supports a spongy covering of mosses.

As the applicant for this land use permit, you are responsible for determining whether any wetlands will be affected by this proposed project. By signing this document, the applicant affirms that no wetlands will be drained or filled during the course of the project.

Signature of Applicant

Date