



## APPLICATION FOR LICENSE

4141 Douglas Drive N, Crystal, MN 55422  
 Telephone: 763-531-1000 / www.crystalmn.gov  
 Deaf and hard of hearing callers may call Minnesota Relay at 711.

**PLEASE PRINT CLEARLY**

Applicant's Name:	Fee:* (0100.4105)	\$85.00
Home Address:	Home Phone: ( )	
City/State/Zip:	Cell Phone: ( )	
Business Name:	Business Phone: ( )	
Doing Business As:	Email:	
<b>Business Address, including zip code:</b>		
MN Tax ID #: <small>(NOTE: you must provide a copy of the confirmation letter from the State.)</small>	Federal Tax ID #:	
If a Minnesota Tax ID number is not required, please explain here and provide your social security number:		

I enclose the sum of eighty-five and 00/100 dollars to the City of Crystal as required by the Ordinances of said City and have complied with all the requirements of said Ordinances necessary for obtaining this License.

I hereby make application for a **LAWN FERTILIZER APPLICATION CONTROL** license (*check type:*  commercial properties and/or  non-commercial properties) for the period \_\_\_\_\_ through December 31, 20\_\_\_\_, subject to all conditions and provisions of said Ordinance.

**ADDITIONAL REQUIREMENTS**

1. Supplemental Application for Lawn Fertilizer License
2. Product Material Safety Data Sheet(s)    3. Copy of Minnesota State License

*The information in this Application For License is true and complete to the best of my knowledge.*

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

**\*Fee: *If exempt, fill out Licensing Fee Exemption Form***

**APPLICATION FOR LICENSE INVOLVING PRIVATE OR CONFIDENTIAL INFORMATION**

*(Includes Tennessean Warning)*

Under Minnesota law (M.S. 270.72), the agency issuing you this license is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number or the Social Security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we must advise you that:

- This information may be used to deny the issuance, renewal or transfer of your license if you owe the Minnesota Department of Revenue delinquent taxes, penalties, or interest;
- The licensing agency will supply this information only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Act, the Department of Revenue is allowed to supply this information to the Internal Revenue Service;
- Failure to supply this information may jeopardize or delay the issuance of your license or the processing of your renewal application.

***(ALSO FILL OUT REVERSE SIDE OF THIS FORM.)***

City Use Only: JDE# _____	Date Entered: _____
PIMS ID# _____	Council Date: _____

## Certificate of Compliance Minnesota Workers' Compensation Law

**THIS FORM MUST BE COMPLETED BY THE BUSINESS LICENSE APPLICANT**

**PRINT IN INK or TYPE.**

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

LICENSE or CERTIFICATE NO (if applicable)	BUSINESS TELEPHONE NO.	FAX TELEPHONE NO.
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BUSINESS NAME (Use the person(s) name if business structure is sole proprietor or partnership (i.e., John Doe, or John Doe and Jane Doe), otherwise it is the legal name of the business entity.)

DBA ("doing business as" or also known as an assumed name) (if applicable)

BUSINESS ADDRESS (must be physical street address, no PO boxes)	CITY	STATE	ZIP CODE
COUNTY	E-MAIL ADDRESS		

**YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1 or 2 below.**

### NUMBER 1 – Workers' compensation insurance policy information

INSURANCE COMPANY NAME (not the insurance agent)	NAIC Number
POLICY NO.	EXPIRATION DATE
EFFECTIVE DATE	

### NUMBER 2 – Reason for exemption from workers' compensation insurance

If you have questions regarding the need to obtain workers' compensation coverage, including exemptions, contact 651.284.5032 or 1-800-342-5354.

- I have no employees. (See Minn. Stat. § 176.011, subd. 9 for the definition of an employee.)
- I am self-insured for workers' compensation (attach a copy of the authorization to self-insure from the Minnesota Department of Commerce).
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered:

Other: \_\_\_\_\_

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

**PRINT NAME** \_\_\_\_\_

APPLICANT SIGNATURE (required)	TITLE	DATE
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NOTE: You must notify us if there is any change to your Workers' Compensation Insurance Information or Employee Status Change by resubmitting this form. This material can be made available in different forms, such as large print, Braille or on a tape.

**CITY OF CRYSTAL  
SUPPLEMENTAL APPLICATION FOR LAWN FERTILIZER LICENSE**

Individuals authorized to represent the applicant (employees/technicians):

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Describe the proposed lawn fertilizer formula(s) to be applied on lawns within the city:

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Fill in a proposed time schedule for lawn fertilizer application and identification of weather conditions acceptable for these applications:

Seasonal/Time Schedule	Describe Weather Conditions

**MOTOR VEHICLE INFORMATION**

*Decals are required to be displayed on all vehicles that will be performing work in the City of Crystal. Applicant agrees and understands that the issuance and tags can be used only by him or his firm. Any violation, misrepresentation, or falsification on this application will result in forfeiture and loss of consideration for said license.*

State License Number	Serial Number	Make	Year	Name of Owner

Product Material Safety Data Sheet

Please submit a copy of material safety data sheets, including product chemical analysis of the intended lawn fertilizer shall be submitted to the city along with the initial application for a license and, thereafter, at least seven (7) days before fertilizer composition changes are implemented.

Minnesota State License(s)

Please submit a copy of all licenses required by the State of Minnesota regarding the application of pesticides and fertilizers.

***I have read Crystal City Code section 665 (attached) and will comply with the regulations therein.***

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



4141 Douglas Drive North • Crystal, Minnesota 55422-1696  
Tel: (763) 531-1000 • Fax: (763) 531-1188 • www.crystalmn.gov

### Certification of Financial Responsibility

This form must be completed and returned with a City license application.

To the best of my knowledge, based upon a review of the status of the property/business located in the City of Crystal at \_\_\_\_\_, I attest that the foregoing property/business is financially responsible as outlined in Crystal City Code 1005.29 (a), printed in full on the reverse of this form.

I hereby certify that I/we are current on the following financial obligations:

(Circle answers)

- Yes      No      Property Taxes paid
- Yes      No      Utility Bills paid
- Yes      No      State Taxes paid
- Yes      No      Federal Taxes paid
- Yes      No      Other governmental obligations or claims concerning me or the business entity named on this license application

If "NO" is circled for any of the above, describe the payment plan or other agreement approved by the applicable governmental entity.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

See entire Crystal City Code 1005.29 (a) on the reverse side of this form.

I certify under penalty of perjury that the foregoing is true and correct.

Executed on: \_\_\_\_\_ (date)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Note: Filing a false statement with a government agency is a criminal offense.

Staff use only:
__UB __PrevUB __UB Cert __Tax __PrevTax
Verified compliance _____ <date>
Staff initials: _____



The City of Crystal has adopted the following ordinance:

**Crystal City Code 1005.29 Financial responsibility; applicability.** (a) Prior to the issuance of a license the applicant must file with the city clerk satisfactory evidence of financial responsibility. "Satisfactory evidence of financial responsibility" shall be shown by a certification under oath that the property taxes, public utility bills, and all state and federal taxes or other governmental obligations or claims concerning the business entity applying for the license are current, and that no notice of delinquency or default has been issued, or if any of the financial obligations stated in this subsection are delinquent or in default, that any such delinquency or default is subject to a payment plan or other agreement approved by the applicable governmental entity. "Satisfactory evidence of financial responsibility" as required by this subsection shall in addition be shown by any individual applicant and all individual owners and/or shareholders of the business entity. Operation of a business licensed under this section without having on-going evidence on file with the City of the financial responsibility required by this subsection is grounds for revocation or suspension of the license.

#### **What does this mean for a City-issued business license?**

Prior to issuance of a City-issued business license or renewal license, license holders are required to certify that the property taxes, utility bill, and all state and federal taxes for the property or the business entity applying are current. Also, the applicant must certify that no notice of delinquency or default has been issued or is subject to a payment plan.

#### **What will happen if a license holder is not financially responsible?**

A hearing is granted before the City Council. The Council may deny, suspend or revoke the City-issued business license. Upon providing satisfactory evidence of financial responsibility, the business owner may re-apply for the license.

Section 665 - Lawn fertilizer application control  
(Added, Ord. No. 2001-03)

665.01. Purpose. The city has conducted studies and has reviewed existing data to determine the current and projected water quality of various lakes within its community. The data indicates that lake water quality may be maintained and improved if the city is able to regulate the amount of lawn fertilizer and other chemicals entering the lakes as a result of storm water runoff or other causes. The purpose of this section is to define regulations which will aid the city in managing and protecting its water resources which are enjoyed by its residents and other users.

665.03. Definitions. For the purpose of this section, certain terms and words are defined as follows:

“Commercial applicator” is a person who is engaged in the business of applying fertilizer for hire.

“Fertilizer” means a substance containing one or more recognized plant nutrients that is used for its plant nutrient content and designed for use or claimed to have value in promoting plant growth. Fertilizer does not include animal and vegetable manures that are not manipulated, marl, lime, limestone, and other products exempted by Rule by the Minnesota Commissioner of Agriculture.

“Noncommercial applicator” is a person who applies fertilizer during the course of employment, but who is not a commercial lawn fertilizer applicator.

“Pesticide” means a substance or mixture of substances intended to prevent, destroy, repel, or mitigate a pest, and a substance or mixture of substances intended for use as a plant regulator, defoliant or desiccant.

665.05. Regulations for commercial lawn fertilizer applicators. Subdivision 1. License required. No person, firm, corporation or franchise shall engage in the business of commercial lawn fertilizer application within the city unless a license has been obtained from the city clerk or a designee as provided herein.

Subd. 2. License application procedure. Applicants for a commercial lawn fertilizer applicator license shall be submitted to the city clerk or a designee. The application shall consist of the following:

- a) Application form. Application forms shall be provided by the city and shall include the following instructions:
  - 1) Name, address and telephone number of applicant and any individuals authorized to represent the applicant.
  - 2) Description of lawn fertilizer formula proposed to be applied on lawns within the city.
  - 3) A time schedule for application of lawn fertilizer and identification of weather conditions acceptable for lawn fertilizer application.

- b) Product material safety data sheet. A copy of material safety data sheet, including product chemical analysis of the intended lawn fertilizer, shall be submitted to the city along with the initial application for a license and, thereafter, at least seven days before fertilizer composition changes are implemented.
- c) Minnesota state licenses. A copy of all licenses required of the applicant by the state of Minnesota regarding the application of pesticides and fertilizers.
- d) License fee. The license fee shall be established from time to time by resolution of the city council. The license shall expire on the 31<sup>st</sup> day of December. The license fee shall not be prorated.

Subd. 3. Conditions of license. Commercial lawn fertilizer applicator licenses shall be issued subject to the following conditions which shall be specified on the license form:

- a) Random sampling. Commercial lawn fertilizer applicators shall permit the city to sample any commercial lawn fertilizer applications to be applied within the city at any time after issuance of the initial license.
- b) Possession of license. The commercial lawn fertilizer license, or a copy thereof, shall be in the possession of any party employed by the commercial lawn fertilizer applicator when making lawn fertilizer applications within the city.
- c) Possession of product material safety data sheet. A copy of product material data safety sheet of the lawn fertilizer used shall be in the possession of any party employed by the commercial lawn fertilizer applicator when making lawn fertilizer applications within the city.
- d) State regulations. Licensee shall comply with the provisions of the Minnesota Fertilizer, Soil Amendment and Plant Amendment Law, as contained in Minnesota Statutes, chapter 18C and amendments thereto. The licensee shall also comply with the provisions of the Pesticide Control as contained in Minnesota Statutes, chapter 18B.

665.07. General regulations. Subdivision 1. Time of application. Neither commercial applicators or noncommercial applicators may apply lawn fertilizer when the ground is frozen or when conditions exist which will promote or create runoffs.

Subd. 2. Sample analysis cost. The cost of analyzing fertilizer samples taken from commercial applicators shall be paid by the commercial applicators if the sample analysis indicates that phosphorous content exceeds the levels authorized herein.

Subd. 3. Fertilizer content. No person, firm, corporation, franchise, or commercial or noncommercial applicator, including homeowners or renters, shall apply any lawn fertilizer, liquid or granular, within the city of Crystal which contains any amount of phosphorous or other compound containing phosphorous, such as phosphate, except:

- a) the naturally occurring phosphorous in unadulterated natural or organic fertilizing products such as yard waste compost;
- b) or as otherwise provided in 665.09.

Subd. 4. Impervious surfaces and drainage ways. No person shall apply fertilizer to impervious surfaces, areas within drainage ditches, or waterways.

Subd. 5. Buffer zone. Fertilizers and pesticides shall not be applied:

- a) below the ordinary high water lines as established by the Minnesota Department of Natural Resources; or
- b) within ten feet of any wetland or water resource.

Subd. 6. Warning signs for pesticide application. All commercial or noncommercial lawn fertilizer applicators who apply pesticides to turf areas must post or affix warning signs on the property where the pesticides are applied. The warning signs shall comply with the following criteria and contain the following information:

- a) The warning signs must project at least 18 inches above the top of the grass line. The warning signs must be of a material that is rain resistant for at least a 48 hour period and must remain in place up to 48 hours from the time of initial application.
- b) The following information must be printed on the warning signs in contrasting colors and capitalized letters measuring at least one-half inch, or in another format approved by the Minnesota Commissioner of Agriculture. The signs must provide the following information:
  - 1) The name of the business, entity, or person applying the pesticide; and
  - 2) The following language: "This area chemically treated. Keep children and pets off until (date of safe entry)" or a universally accepted symbol and text approved by the Minnesota Commissioner of Agriculture as recognized as having the same meaning or intent as specified in this subparagraph. The warning signs may include the name of the pesticide used.
  - 3) The warning sign must be posted on a lawn or yard between two feet and five feet from the sidewalk or street. For parks, golf courses, athletic fields, playgrounds, or other similar recreational property, the warning signs must be posted immediately adjacent to areas within the property where pesticides have been applied and at or near the entrance to the property.

665.09. Exemption and notice requirement. The prohibition against use of fertilizer containing any quantity of phosphorous under 665.07 shall not apply to:



Subdivision 1. Newly established or developed turf and lawn areas during first growing season;  
or

Subd. 2. Turf and lawn areas which soil tests confirm are below phosphorous levels established by the University of Minnesota Extension Services. The lawn fertilizer application shall not contain an amount of phosphorous exceeding the amount of phosphorous and the appropriate application rate recommended in the soil test evaluation.

Phosphorous applied as lawn fertilizer pursuant to the aforementioned exemptions shall be watered into the soil where it is immobilized and generally protected from loss by runoff.

Any person, firm, corporation, franchise, or commercial or noncommercial applicator, including a homeowner or renter, shall notify the city at least 24 hours prior to applying lawn fertilizer containing phosphorous of the reason for using fertilizer containing phosphorous and the amount of phosphorous contained in the lawn fertilizer to be applied.

665.11. Penalty. Any person violating this section shall be guilty of a petty misdemeanor. The city may revoke a commercial applicator's license for repeat violations of this section.