

To: Boards of Supervisors  
From: Kristi Harshbarger, ISAC General Counsel  
Re: Master Matrix  
Date: December 9, 2021

If a county chooses to use the master matrix to evaluate applications for construction permits for large animal confinement operations, the board of supervisors must adopt a “construction evaluation resolution” annually.

According to the DNR’s administrative rules, if the board of supervisors wants to use the master matrix between February 1, 2022 and January 31, 2023, **the board of supervisors must submit an adopted “construction evaluation resolution” to the DNR between January 1 and January 31, 2022.**

A sample construction evaluation resolution is attached to this memo.

The construction evaluation resolution should be submitted to Kelli Book through mail or email:

Kelli Book  
Iowa Department of Natural Resources  
502 East 9<sup>th</sup> Street  
Des Moines, IA 50319-0034  
kelli.book@dnr.iowa.gov

Counties will receive a confirmation email for all CERs received.

The board of supervisors can adopt the resolution at any time, as long as it is actually submitted to the DNR during January of 2022.

Pay attention to this deadline. It seems like every year there is a county or two that misses the deadline.

If a county board of supervisors does not adopt a construction evaluation resolution for 2022, then the county cannot:

- 1) submit a formal recommendation to the DNR concerning a particular construction permit application; the county can submit comments, but they are not given nearly as much weight by DNR as a formal recommendation would be;
- 2) send county employee along on a DNR site inspection; or
- 3) appeal the DNR’s decision regarding a construction permit application to the Environmental Protection Commission.

In addition, if the county chooses to use the master matrix, then applicants must meet stricter environmental standards than they would have to meet otherwise. So, using the master matrix provides greater environmental protection for the county.

If you have any questions about this memo, you can call Kristi Harshbarger at ISAC (515) 244-7181 or Kelli Book at the DNR at (515) 210-3408.