



# Land Use & Sewage Treatment Application

Lake of the Woods County Land and Water Planning

206 8<sup>th</sup> Ave SE Baudette, MN 56623

Phone: 218-634-1945

<http://www.co.lake-of-the-woods.mn.us/Planning.aspx>

Please carefully complete this application according to the instructions. Failure to fill in all the required information may result in a delay of processing your application. The application fee payable to **Lake of the Woods County Treasurer** must accompany this application.

## Property Owner and Location Information

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_  
Parcel Number: \_\_\_\_\_ Lot size (Acres): \_\_\_\_\_  
Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_  
Legal Description: \_\_\_\_\_  
Site Address: \_\_\_\_\_  
Shoreland Frontage:  Yes  No Lot width at shoreline: \_\_\_\_\_

## For Office Use Only:

Permit #: \_\_\_\_\_  
Amount Paid: \_\_\_\_\_  
Amount Due: \_\_\_\_\_  
Receipt #: \_\_\_\_\_  
Check #: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Date Issued: \_\_\_\_\_  
Permit Type: \_\_\_\_\_  
Zoning: \_\_\_\_\_

## Proposed Structure Improvements

Type of Improvement:  New Structure  Addition/Alteration  
Structure Data:  
Width: \_\_\_\_\_ Length: \_\_\_\_\_ Height: \_\_\_\_\_ Square ft: \_\_\_\_\_ Total bedrooms: \_\_\_\_\_  
Structure Setbacks:  
Side Yard Near: \_\_\_\_\_ Side Yard Far: \_\_\_\_\_ Road Right of Way: \_\_\_\_\_ Shoreline: \_\_\_\_\_  
Explain plans for walkouts, decks, accessory structures, etc.: \_\_\_\_\_  
Contractor Name: \_\_\_\_\_ License number: \_\_\_\_\_

## Existing and Proposed Septic Information

For existing septic system:  
Tank type:  Concrete  Steel  Plastic  Unknown  
Capacity: \_\_\_\_\_ System Type:  Mound  In-ground  
Age: \_\_\_\_\_ Installer: \_\_\_\_\_  
For new septic system:  
Licensed Designer and Installer: \_\_\_\_\_  
Setbacks:  
Side Yard Near: \_\_\_\_\_ Side Yard Far: \_\_\_\_\_  
Road Right of Way: \_\_\_\_\_ Shoreline: \_\_\_\_\_

**Additional Property Information**

Existing water supply system:     Public     Private Well     None     Other: \_\_\_\_\_

For private well, depth and age: \_\_\_\_\_

New water supply system:     Same as existing     Public     Private Well     None     Other: \_\_\_\_\_

For new well, list well driller's name: \_\_\_\_\_

Are there abandoned or unused wells on the property:     Yes     No

Elevation of building site above lake/stream/river: \_\_\_\_\_

Elevation of lowest floor/basement above lake/stream/river: \_\_\_\_\_

Plans for vegetation removal?  Yes     No    If yes, explain \_\_\_\_\_

\_\_\_\_\_

Plans for grading and filling?  Yes     No    If yes, explain \_\_\_\_\_

\_\_\_\_\_

**ALL APPLICANTS/OWNERS MUST SIGN BELOW**

I hereby certify that I am the owner or authorized agent of the owner of the above property and that all uses will conform to the provisions of the Lake of the Woods County official controls. I further certify that I will comply with all the conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid. I also authorize County staff to inspect the property during a review of the application during a reasonable time of day.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Owner (if not applicant): \_\_\_\_\_ Date: \_\_\_\_\_

**Please include a sketch plan on the following page that includes the following:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Scale               | <input type="checkbox"/> Septic Tank Location        | <input type="checkbox"/> Indicate Areas of Steepness   |
| <input type="checkbox"/> Lot Dimension       | <input type="checkbox"/> Drainfield Location         | <input type="checkbox"/> Fill and Grading Limits       |
| <input type="checkbox"/> Structure Locations | <input type="checkbox"/> Proposed and Existing Wells | <input type="checkbox"/> Vegetation Alteration Limits  |
| <input type="checkbox"/> Side lot Setback    | <input type="checkbox"/> Wetlands                    | <input type="checkbox"/> Location of Neighboring Wells |
| <input type="checkbox"/> Road Setback        | <input type="checkbox"/> Distance to Ord. High Water |  |

# SKETCH PLAN



## Setback Requirements:

	Lake of the Woods	Rainy River	Tributaries	Non-Shoreland
Structure from Ordinary High Water Mark	75'	100'	100'	--
Structure to lot line	10'	10'	10'	10'
Structure to septic tank	10'	10'	10'	10'
Structure to drainfield	20'	20'	20'	20'
Structure to well	3'	3'	3'	3'
Structure from top of bluff	30'	30'	30'	--
Structure from State or County Highway Rights-of-Way	50'	50'	50'	50'
Structure from County Gravel Road Rights-of-Way	20'	20'	20'	20'
Septic system from Ordinary High Water Mark	50'	100'	100'	--
Septic system to lot line	10'	10'	10'	10'
Septic system to well	50' or 100'	50' or 100'	50' or 100'	50' or 100'



**LAKE OF THE WOODS COUNTY**  
 206 8<sup>th</sup> Ave SE – Suite #290 Baudette MN 56623-2867  
 Phone: (218) 634-1945 Fax: (218) 634-2509  
[www.co.lake-of-the-woods.mn.us](http://www.co.lake-of-the-woods.mn.us)

**LAND & WATER PLANNING OFFICE**  
**PERMIT FEE SCHEDULE**

**General Information:** Permits are required for any new building construction (including mobile homes) or alterations that change the outside dimensions of the structure; for the installation or alteration of on-site sewage treatment systems; and grading and filling in shoreland areas. Building contractor license numbers and site drawings are required for all building permits.

TYPE OF PERMIT	CURRENT FEE
<b>Land Use Permit:</b>	
Combined Permit (Includes house and sewage system)	
- Dwellings unit at or under 2,000 square feet footprint including attached garage	<b>\$150.00</b>
- Dwellings unit over 2,000 square feet footprint including attached garage	<b>\$250.00</b>
This is for undeveloped lots only or complete redevelopment of a lot	
Dwelling Unit with or without attached garage	
- At or under 2,000 square feet footprint	<b>\$100.00</b>
- Over 2,000 square feet footprint	<b>\$200.00</b>
Commercial building	<b>\$125.00</b>
Garage, storage sheds, or separate structure over 12' x 20'	<b>\$75.00</b>
Storage sheds, or structures smaller than 12' x 20' (No pre-site)	<b>\$50.00</b>
Legal addition(s) on a single structure	<b>\$75.00</b>
Deck (over 3 feet above the natural ground)	<b>\$50.00</b>
<b>Sewage Treatment Permit:</b>	
Residential sewage system per dwelling unit (new or alteration)	<b>\$100.00</b>
Drain field Extension	<b>\$50.00</b>
Commercial design with flow over 1,000 gallons per day	<b>\$150.00</b>
<b>Subdivisions:</b>	
Platting/Subdivision Application (Non-refundable) - base fee	<b>\$400.00</b>
- plus <b>\$50.00/Lot</b> - payable at submission of Final plat	
County Surveyor's Final Plat Check - base fee	<b>\$400.00</b>
- plus <b>\$20.00/Lot</b> with minimum fee of \$500.00	
Administrative Subdivision Application (Non-refundable)	<b>No Fee</b>
Minor Subdivision Application (Non-refundable) – base fee	<b>\$200.00</b>
- Plus <b>\$50.00/Lot</b>	
County Surveyor's Review - base fee	<b>\$150.00</b>
- plus <b>\$10.00/Lot</b> with minimum fee of <b>\$200.00</b>	
<b>Special Use Request Permits:</b>	
Conditional Use Application (Non-refundable) - plus <b>\$46.00</b> Recording Fee	<b>\$200.00</b>
Variance Application (Non-refundable)- plus <b>\$46.00</b> Recording Fee	<b>\$200.00</b>
Zoning Amendment Application (Non-refundable)- plus <b>\$46.00</b> Recording Fee	<b>\$200.00</b>
Wetland Appeal Application Fee	<b>\$500.00</b>

**AFTER-THE-FACT LAND USE PERMIT** - Five (5) times the permit fee or \$10.00/square foot of the structure footprint, whichever is greater.

**AFTER-THE-FACT VARIANCE OR CONDITIONAL USE REQUEST** – Five times normal fee.

Issuing of permits may initiate a review of your septic system. Nonconforming systems are required to be upgraded.

**IMPORTANT NOTICE:** IT IS THE PROPERTY OWNERS RESPONSIBILITY TO OBTAIN ALL NECESSARY PERMITS PRIOR TO ANY WORK BEING DONE.