

LAND USE PERMIT APPLICATION

Welcome to Duluth Township! Thank you for filling out our Application Form.

Our Zoning Ordinance is the mechanism through which we encourage the most appropriate uses of our lands, protect the rural character of our community and its natural resources to ensure a sustainable community for future generations.

This application helps us, the landowner and the Town, ensure that we are creating the community we envisioned for a sustainable future.

Instructions:

1. Review the Zoning Ordinance to determine the zone district and zoning requirements for your parcel. The entire ordinance and map can be accessed on our Township web site at www.duluthtownship.org. A printed copy may be obtained via the web site, or at the Town Hall, 6092 Homestead Road, Duluth, MN 55804.
2. You may pick up an application at the Town Hall during Office Hours. You may also download it from our web site.
3. Complete the application. You need to supply all required information. If the application is not complete it will be returned to you. If the information is inaccurate or invalid it will be returned to you, or it may render your permit invalid.
4. The application must be accompanied by a check in order for us to start processing it. The fee schedule is posted on the Web site and adjacent to the applications in the Town Hall.
5. In order to receive a land use permit for new construction below the freeway (Highway 61) a sewer connection permit from the Duluth North Shore Sanitary District (DNSSD) is required. New structures, additions to structures, or accessory structures in the DNSSD must not infringe upon the sewer line easement.

All other property in Duluth Township requires a St. Louis County Individual Sewer Treatment System (ISTS) number.

6. An application must be signed by the owner and dated.

We are happy to help you and answer any questions you may have.

Please contact us at 218.525.5705

Or

townclerk@duluthtownship.org

LAND USE PERMIT APPLICATION

SECTION 1: APPLICANT INFORMATION

Name		Mailing Address		Owner (Check One)	
				Yes	No
Phone – Home		Phone - Work		Phone - Cell	
E-mail Address:					
Name, if not owner		Relationship to Owner: Agent, Contractor, etc.	Address		Phone
					Cell: Land Line:

SECTION 2: SITE INFORMATION

Site Address	Zoning District	Name of Nearest Public Road	Ownership		
			<input type="checkbox"/> Private	<input type="checkbox"/> Public	<input type="checkbox"/> Leased
Property Access - Check One					
<input type="checkbox"/> Frontage on Public Road/ Publicly Maintained Road	<input type="checkbox"/> Private Road / Privately Maintained with Road Agreement	<input type="checkbox"/> Easement	<input type="checkbox"/> Other		

SECTION 3. PARCEL DESCRIPTION

Parcel Code <i>Parcel code can be found on your tax statement. Or at www.stlouiscountymn.gov</i>	Legal Description	Lot Width	Parcel Acres	Parcel Square Feet (Length x Width)

SECTION 4. PROPOSED STRUCTURE

General Project Description

(e.g. House, garage, deck, etc.)

Type of Structure (select one)

- | | |
|---|--|
| <input type="checkbox"/> Single family residential dwelling 1800 Sq. Ft. or less
<input type="checkbox"/> Single family residential dwelling 1801 Sq. Ft. or greater
<input type="checkbox"/> Single family residential accessory structure 250 Sq. Ft. or less
<input type="checkbox"/> Single family residential accessory structure 251 – 1200 Sq. Ft.
<input type="checkbox"/> Single family residential accessory structure greater than 1201 Sq. Ft.
<input type="checkbox"/> Single family residential addition
<input type="checkbox"/> Single family residential accessory building addition | <input type="checkbox"/> Commercial structure
<input type="checkbox"/> Commercial accessory building
<input type="checkbox"/> Commercial structure addition
<input type="checkbox"/> Deck
<input type="checkbox"/> Other (describe in box) |
|---|--|

Maximum Length	Maximum Width	Total Sq. Ft	Maximum Height	Estimated Construction Cost

SECTION 5. ENVIRONMENTAL

Existing Impervious Surfaces

Main Structure Sq. Ft.	Garage Sq. Ft.	Deck Sq. Ft.	Shed Sq. Ft.	Driveway / Parking Sq. Ft.	Septic Mound Sq. Ft.	Other Sq. Ft.	Other Sq. Ft.	Total (Add Columns) Sq. Ft.

Existing Percentage Lot Coverage:

Total SQ. FT Impervious Surfaces ÷ SQ. FT of Lot Area

_____ %

New Percentage of Impervious Surfaces

Main Structure Sq. Ft.	Garage (If not included with Main Structure) Sq. Ft.	Deck Sq. Ft.	Driveway / Parking Sq. Ft.	Septic Mound Sq. Ft.	Other Structures Sq. Ft.	Other Sq. Ft.	Other Sq. Ft.	Total (Add Columns) Sq. Ft.

Total Sq. Ft. New Impervious Surfaces + Sq. Ft. Existing Impervious Surfaces ÷ SQ. FT of Lot

_____ %

Wetlands

Are there any wetlands that will be impacted by your construction activities?
If yes, indicate location on site map.

Yes

No

SECTION 6. SANITATION

Any plumbing In the Structure?

Wastewater	<input type="checkbox"/> Yes	If yes, what is plumbing for?
	<input type="checkbox"/> No	

**Type of Waste Treatment System
(Fill In Appropriate Box With Permit Number)**

Type	Requirements	Permit Number
Duluth North Shore Sanitary District	Property between Lake Superior and the Expressway to Two Harbors, and construction that involves new or additional waste water handling requires a permit from Duluth North Shore Sanitary District (DNSSD). In order to receive a land use permit for new construction below the freeway (Highway 61) a sewer connection permit from the Duluth North Shore Sanitary District (DNSSD) is required. Additions to structures on parcels or accessory structures in the DNSSD must not infringe upon the sewer line easement. Contact DNSSD at 218.624.8042.	
St. Louis County Individual Sewage treatment System	All other property in Duluth Township and construction that involves new or additional waste water handling requires a St. Louis County Individual Sewer Treatment System (ISTS) permit for sanitation. This permit can be obtained from the St. Louis County Health Department. Contact them at 218.725.5200.	

Sanitation Permit Number Is Required For a Land Use Permit

SECTION 7. DETAILED SKETCH

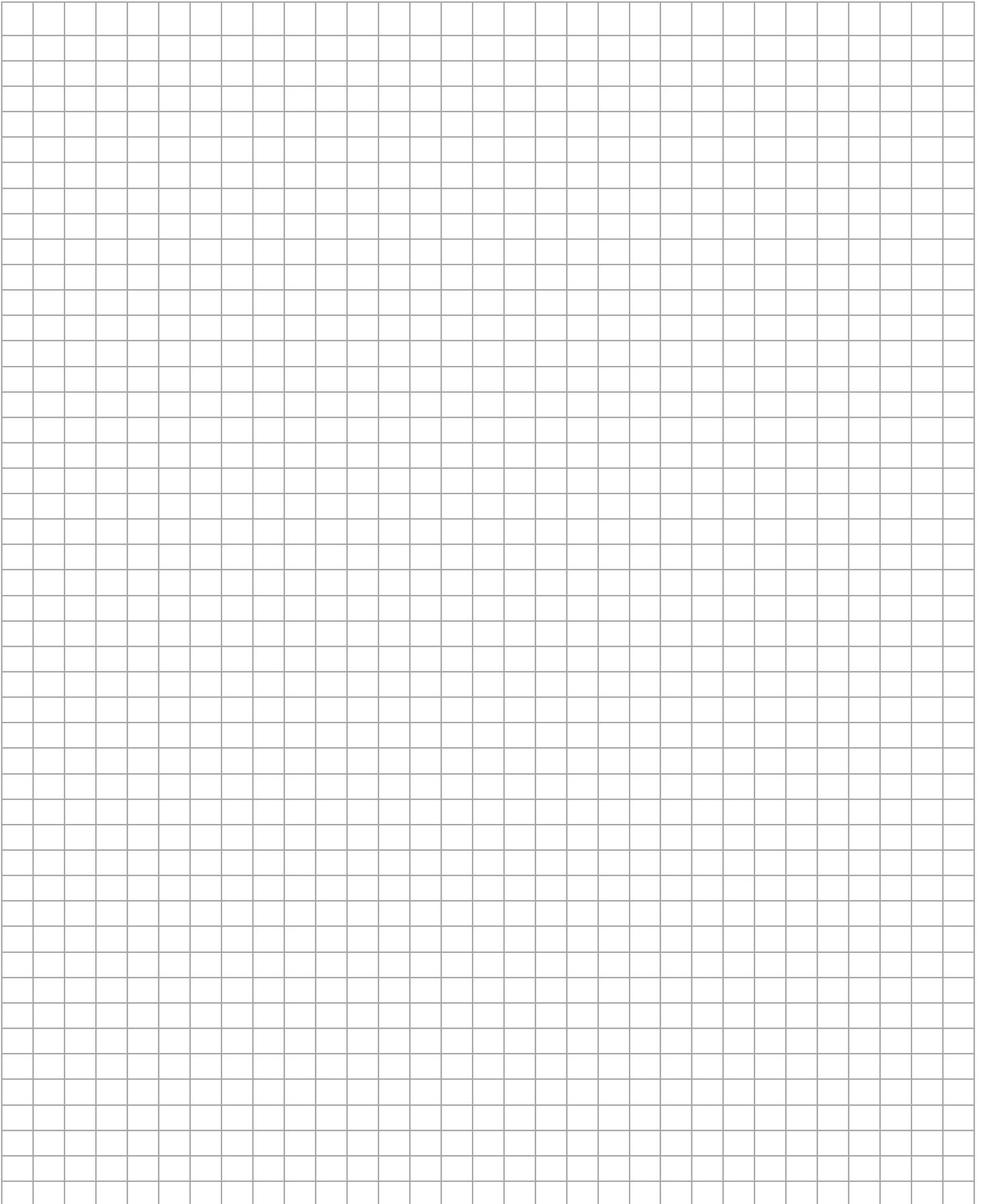
A detailed sketch with measurements must be attached showing dimensions of lot, structures, driveways, septic mounds, other disturbed surfaces, wetlands, streams, and lakes. In addition, display all setbacks for the existing structures and the proposed construction.

Existing Structures	Road Centerline to Front of Building (ft.)	Furthest side yard (ft.)	Nearest Side Yard (ft.)	Rear yard from back building line (ft.)	Building to river or Lake (ft.)
Proposed Structure					

SECTION 8. SIGNATURE

Name	Date

SKETCH



FOR OFFICE USE

Received By	Date	Fee Amount Paid	Check Number
Owners Name	Mailing Address	Permit Number Issued	Date Issued
Reviewed by	Date Reviewed	Information Not Complete Letter Sent to Applicant Reason Not Complete	Date
Date Application submitted to DNSSD	Response Received From DNSSD Date	Permit Number	
Approved By:			Date