



St. Louis County, MN

OPERATING PERMIT

RENEWAL APPLICATION

Subsurface Sewage Treatment System

Form

3040

Rev. 12-30-2025

This application is to renew an operating permit. Additional Information: www.stlouiscountymn.gov/septic.

PROPERTY IDENTIFICATION NUMBER (PIN) and SITE

Primary PIN																					Associated PIN																				
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PIN is found on your Property Tax Statement (E.g. 123-1234-12345), searching the County Land Explorer at <https://gis.stlouiscountymn.gov/landexplorer/>, or searching the Property Lookup at <http://apps.stlouiscountymn.gov/auditor/parcelInfo2005Iframe/>.

Site Address	City	Zip	Permit#
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APPLICANT (Property Owner)

Name		Date	
Address	City	State	Zip
Email	Phone	Phone	

CONTACT (If Different than Applicant Above)

Name		Phone	
Email	Phone	Phone	

MAILING INFORMATION (If Different than Site Address)

<input type="checkbox"/> US Mail	Address	City	State	Zip
<input type="checkbox"/> Email	Email			

SERVICE PROVIDER or MAINTAINER

Licensed Maintainer or Service Provider	License #
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SUBMITTAL/RENEWAL & ATTACHMENTS

<input type="checkbox"/> OP Renewal Non-Holding Tank System	<input type="checkbox"/> OP Renewal Holding Tank
<input type="checkbox"/> Application <input type="checkbox"/> \$70 Fee <input type="checkbox"/> Operation & Maintenance paperwork <input type="checkbox"/> Service Provider Contract (if applicable) <input type="checkbox"/> Manufacturers Operating Checklists (if applicable)	<input type="checkbox"/> Application <input type="checkbox"/> \$70 Fee <input type="checkbox"/> Form 5-1 <input type="checkbox"/> Valid Pumping Contract <input type="checkbox"/> Pumping & Water Usage Records

Please make checks payable to: St. Louis County Auditor

AGREEMENT

By submitting this application, the entire contents of which are considered to be public data, I certify and agree that I am the owner or the authorized agent of the owner of the above property, and that all uses will conform to the provisions of St. Louis County. I further certify and agree that I will comply with all conditions imposed in connection with the approval of the application. Applicants may be required to submit additional property descriptions, property surveys, site plans, building plans and other information before the application is accepted or approved. **Intentional or unintentional falsification of this application or any attachments thereto will make the application, any approval of the application and any resulting permit invalid.** I authorize St. Louis County staff to inspect the property to review the application and for compliance inspections. Furthermore, by submitting this application, I release St. Louis County and its employees from any and all liability and claims for damages to person or property in any manner or form that may arise from the approval of the application or any related plans, the issuance of any resulting permit or the subsequent location, construction, alteration, repair, extension, operation or maintenance of the subject matter of the application.

CONTACT Planning and Zoning (Onsite Wastewater Division)

Duluth Office		Virginia Office	
Government Services Center 320 W 2nd Street, Suite 301 Duluth, MN 55802	Phone (218) 471-7103 Toll Free (800) 450-9777 www.stlouiscountymn.gov/septic	Government Services Center 201 South 3rd Avenue West Virginia, MN 55792	Phone (218) 471-7103 Toll Free (800) 450-9777 www.stlouiscountymn.gov/septic

OFFICE USE ONLY

Amount Paid	Paid by	Cash	Check #	Permit #
Revenue Code	Received By	<input type="checkbox"/> Mail <input type="checkbox"/> IP	Date RIO	