



PROPERTY IDENTIFICATION NUMBER (PIN) *PIN is found on your Property Tax Statement*

E.g. 123-1234-12345. Primary PIN: Parcel where Structure/SSTS are located. Associated PIN: Additional and/or adjacent property that you own or that is related to the project.
County Land Explorer: <https://qls.stlouiscountymn.gov/landexplorer/> Property Lookup: <http://apps.stlouiscountymn.gov/auditor/parcelInfo2005Iframe/>

Email Address (Where to Email Permit)

Township Zoning Administrator Signature:

☐ Minor Subdivision- **\$650**

By submitting this application, 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.

Receipt # _____
 Receipt Date _____
 Payment Amount _____



Minor Subdivision

Reference #

FINAL WORKSHEET St. Louis County, Minnesota

About: Minor Subdivision – An approval process that a local unit of government may adopt under MN Statutes, Chapter 505, for simple land divisions.

APPLICANT

Name

Address

City

State

ZIP

Email

Contact Person

Contact Person #

Contact Person Email

DEVELOPER, IF DIFFERENT FROM APPLICANT ABOVE

Name

Address

City

Email

Contact Person

Contact Person #

SURVEYOR

Name

Address

City

Email

Contact Person

Contact Person #

Contact Person Email

SEPTIC SYSTEM DESIGNER

Name

Address

City

Email

Contact Person

Contact Person #

Contact Person Email

REQUIRED ATTACHMENTS

Submittals shall be an electronic map or sketch in a format determined by the Director and supporting documents as follows:

1. Final Minor Subdivision Electronic Map Provisions:

Shall be prepared by a licensed land surveyor.

Shall contain the signatures of all parties with legal interest in the fee ownership of the land, together with a statement of their interest. Signatures shall be acknowledged by a notary.

Shall contain a signature block indicating approval of the Director.*

Shall provide drainage and utility easements, as necessary.

** E.g.: Approved as a minor subdivision plat by the St. Louis County Planning and Community Development Department on this day of _____, 20____*

_____, Director

2. Final Minor Subdivision Review Documents Provisions:

The signed licensed land surveyor certificate shall indicate that all corners and monuments have been established as shown on the final plat.

Developer shall provide a title opinion less than 60 days old, and an abstract of title and/or certificate of title to the subject property. All abstracts of title shall be updated to a date no more than 60 days prior to the date said abstracts are submitted to the county.

AGREEMENT

By submitting this application, 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 Community Development Department

Technical Assistance

Toll Free: 1-800-450-9777

Land Use Information

www.stlouiscountymn.gov/landuse

Duluth

Government Services Center
320 West 2nd Street, Suite 301
Duluth, MN 55802
(218) 725-5000

Virginia

Government Services Center
201 South 3rd Avenue West
Virginia, MN 55792
(218) 749-7103

Office Use Only

Receipt # _____

Receipt Date _____

Payment Amount _____

Paid By _____