



Communication Tower

APPLICATION St. Louis County, Minnesota

 Permit #

 Permit #

About: This application is used to apply for a Land Use Permit. Applicants will need to attach the appropriate worksheet(s) in order to process. For more information, see our website at: www.stlouiscountymn.gov/land-use

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

*Primary PIN																						Associated PIN																				
Associated PIN																							Associated PIN																			

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://gis.stlouiscountymn.gov/landexplorer/> Property Lookup: <http://apps.stlouiscountymn.gov/auditor/parcelInfo2005Iframe/>

APPLICANT

*Applicant Name		I am a... <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner <input type="checkbox"/> Other			*Daytime #			Date				
*Applicant Address <i>Where to send permit.</i>					*City		*State		*ZIP			
Applicant Email												
Contact Person <i>If applicable.</i>						Contact Person #						
Mailing Address <i>If different than above.</i>							City		State		ZIP	
Email Address <i>Where to email permit. Providing an email address will expedite the time in which a permit is received by an applicant.</i>												

SITE INFORMATION

<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Is there a site address for this property? (If no, the application will be forwarded to 911/Communications to assign one.)
If yes above, please list site address:		
<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Is this leased property? If yes, Leased from: <input type="checkbox"/> MN Power <input type="checkbox"/> MN DNR <input type="checkbox"/> US Forest Service <input type="checkbox"/> St Louis County <input type="checkbox"/> Other
<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Do you have written authorization from the leased property owner? If yes, you must attach written authorization form.
*How is the property accessed? <input type="checkbox"/> Public Road <input type="checkbox"/> Private Road <input type="checkbox"/> Easement <input type="checkbox"/> Water <input type="checkbox"/> Other		

PROJECT INFORMATION

<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Is this project on a parcel less than 2.5 acres?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Is this project within 300 feet of a stream/river or 1,000 feet of a lake?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Is this project adding a bedroom? Include home, garage, & accessory dwelling.
#		*Total # of bedrooms on property after project completion. Include home, garage, & accessory dwelling.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Does this project include plumbing or pressurized water in proposed structure? If yes, please explain:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	*Is the property connected to a municipal or sanitary district system?

If you answered "Yes" to any of the project information questions above, it is required that you submit a copy of a septic permit to construct or certificate of compliance approval or municipal/sanitary district approval when applying for a land use permit.

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.

***Indicates required field. Incomplete applications will be returned.**



Communication Tower

WORKSHEET St. Louis County, Minnesota

About: Land Use Permits are required for most building construction activities. They are also required for a variety of other uses. For more information, check out our website at: www.stlouiscountymn.gov/land-use

WHAT ARE YOU APPLYING FOR *Check all that apply to the project.* **PLEASE MAKE CHECKS TO: ST. LOUIS COUNTY AUDITOR**

#1 New Buildings Less than/equal to 1,200 square feet-\$160
Greater than 1,200 square feet-\$315

Dwelling-Home, Mobile Home, Hunting Shack, or Cabin. (Includes attached deck, if applicable.)

Replacement of Existing Dwelling-Home, Mobile Home, Hunting Shack, or Cabin.
 Will the old dwelling be removed from the property? Yes No

If yes, an affidavit must be filled out stating when the old dwelling will be removed.

If this dwelling is a mobile home, there is a special mobile home affidavit to be filled out.

Accessory Dwelling-Guest cottage or bunkhouse. Must follow administrative standards.

Accessory Structure- Garage, Pole Building, shed, sauna, screenhouse or gazebo that either meets lake or river setback or not located in a shoreland area.

Water-oriented Accessory Structure- Boathouse, Sauna, Screenhouse/gazebo on a lake or river located at reduced shoreline setback. Must follow administrative standards.

Commercial Structure
 Other Principal Structure

#2 Other Construction/Change in Use-\$80

Addition(s) to Dwelling
 Is the dwelling location on a lake or river? Yes No
 If Yes above, does the structure meet the required shoreline setback? Yes No
 If No, structure does not meet the shoreline setback, a performance standard permit or variance may be required. See box #4 or #7.

Addition(s) to Accessory Structure
 New Deck Only or Deck Replacement
 Combination Addition(s) & Deck on the same structure
 Moving a Structure
 Sign
 Structure Alteration or Component Replacement
 Change in Use (i.e. converting an old cabin to storage)
 What will the new use of the structure be?
 Explain the current and proposed use.
 Current: _____ Proposed: _____

Other-\$55
 Permit extension beyond 2 years

#3 Subdivisions/Parcel Reviews
Additional Worksheets Required

Plat-Minor Subdivision-\$630
 Conventional Plat-Less than or equal to 3 lots-\$630
 Conventional Plat-Greater than 3 Lots-\$1,260
 Conservation Plat-\$1,260
 Lot Line Adjustment-\$80
 Parcel Review-\$80
 Performance Standard Subdivision-\$370

#4 Performance Standard-\$370
Additional Worksheets Required

Borrow/Gravel Pit
 Home Business
 Land Alteration
 Communication (Cell) Tower
 Nonconforming Structure Replacement
 Addition to a structure that does not meet shoreline setback
 Other

#5 Site Evaluation
 Site Visit/Evaluation-\$160

#6 Wetland Reviews
Additional Worksheets Required

No Loss/Exemption/Replacement Plan-\$160
 Wetland Delineation Review-\$370
 Wetland Banking Plan Review-\$1,100

#7 Public Hearings
Additional Worksheets Required

Administrative Appeal-\$1,100
 Environmental Assessment-\$1,100
 Conditional Use Permit-\$630
 Conditional Use Permit Rehearing-\$200
 Interim Use Permit-\$630
 Interim Use Permit Rehearing-\$200
 General Purpose Borrow Pit-\$630
 Variance-\$630
 Variance Rehearing-\$200
 Multiple Hearing (Variance/conditional use)-\$950

TYPE OF PROPOSED STRUCTURES *Check all that apply to the project.*

<input type="checkbox"/> New Structure(s)	*Structure Type (Same as box #1 or 2 above)	*Foundation Type (Basement, Slab, Pier, etc)	*Maximum Length (Exterior Footprint Only)	*Maximum Width (Exterior Footprint Only)	*Maximum Sq. ft (Exterior footprint only)	*Maximum Height (Ground Level to Roof Peak)
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
<input type="checkbox"/> Structure Additions	*Structure Type (Same as box #2 above)	*Foundation Type (Basement, Slab, Pier, etc)	*Maximum Length (Exterior Footprint Only)	*Maximum Width (Exterior Footprint Only)	*Maximum Sq. ft (Exterior footprint only)	*Maximum Height (Ground Level to Roof Peak)
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet

*Indicates required field. Incomplete applications will be returned.

CONTACT: Planning and Community Development Department

Technical Assistance
 Toll Free: 1-800-450-9777
 Land Use Information
www.stlouiscountymn.gov/land-use

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 _____

Site Sketch Form

The sketch is to graphically illustrate your proposed project(s)

Draw and Label on Sketch (in feet)

- *All Structures on the Property and Dimensions
- *All Driveways, Access Roads, and Wetlands
- *All Proposed Structures and Dimensions

- *Distance of Proposed Structures to Shoreline (Closest Point)
- *Distance of Proposed Structures to Septic System and Tank
- *Distance of Proposed Structures to Property Lines
- *Distance of Proposed Structures to Road Centerline and Right-of Ways

You may submit your own site sketch **IF it has the required information indicated above.**

*Applicant Name:

*Site Address:

*PIN:



Sanitary Authority Use Only

Sanitary Review: (To be determined by appropriate sanitary authority.)

Will the proposal, as shown above, negatively impact the SSTS/sanitary line or replacement area? Yes No

Sign off:

Signature _____ Title _____



Communication Tower

WORKSHEET St. Louis County, Minnesota

PERFORMANCE STANDARD PERMIT

Please explain why the site was selected:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Has there been a visual study depicting where the structure will be visible from a developed land use within one (1) mile? (Please attach documentation.)
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Is the tower outside of significant migratory bird flight paths, as determined by the Minnesota Department of Natural Resources or the U.S. Fish and Wildlife Service?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the tower accommodate multiple users?

What type of tower is proposed? Monopole Guyed Other

If other, please explain:

Please describe the fencing plan:

STRUCTURE/TOWER DETAILS

TYPE

Utility structure Tower Other

If other, please explain:

PROPOSED STRUCTURE/TOWER HEIGHT AND AREA

No New Structure/Tower

<input type="checkbox"/> New Structure/Tower	Structure/ Tower	Foundation Type (Basement, Slab, Pier, etc)	Maximum Length (Exterior Footprint Only)	Maximum Width (Exterior Footprint Only)	Maximum Sq. ft (Exterior footprint only)	Maximum Height (Ground Level to Peak)
	1		Feet	Feet	Sq. ft.	Feet
	2		Feet	Feet	Sq. ft.	Feet
	3		Feet	Feet	Sq. ft.	Feet

LIGHTING

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will there be lighting used on the tower?
------------------------------	-----------------------------	---

If Yes, what type? Strobe at all times Red at all times Combination red and strobe Other

If other, please explain:

TOWER LOCATION

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the tower be within 1,000 feet of a classified lake or residential zone district?
------------------------------	-----------------------------	--

If Yes, distance in feet:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the tower be between 1,000 feet and one half (1/2) mile of a classified lake?
------------------------------	-----------------------------	--

If Yes, distance in feet:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the tower be within one quarter (1/4) mile of a shallow or deep marsh or open water wetland?
------------------------------	-----------------------------	---

If Yes, distance in feet:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the tower be within one quarter (1/4) mile of a personal or private airstrip?
------------------------------	-----------------------------	--

If Yes, distance in feet:

Distance, in feet, to the nearest residence:

Distance, in feet, to the nearest structure outside the property:

ATTACHMENTS

1. Approval from the local road authority providing access to the property.
2. Area coverage map for the proposed tower.
3. Authorization from the Federal Aviation Administration (FAA).

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 _____