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

Email Address *Where to email permit. Providing an email address will expedite the time in which a permit is received by an applicant.*

*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.*

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.

PS REPLACE Worksheet Rev. 12-2021



# Performance Standard Permit Nonconforming Structure Replacement 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](http://www.stlouiscountymn.gov/land-use) A performance standard permit is authorization given for the continuation, improvement or replacement of a nonconforming structure, per state statute, without requiring a variance.

## 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-\$165 Greater than 1,200 square feet-\$325

☐ 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-\$85

☐ 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-\$60

☐ Permit extension beyond 2 years

### #3 Subdivisions/Parcel Reviews Additional Worksheets Required

☐ Plat-Minor Subdivision-\$650  
☐ Conventional or Conservation Plat-Less than or equal to 3 lots-\$650  
☐ Conventional or Conservation Plat-Greater than 3 lots-\$1,300  
☐ Lot Line Adjustment-\$85  
☐ Parcel Review-\$85  
☐ Performance Standard Subdivision-\$385

### #4 Performance Standard-\$385 Additional Worksheets Required

☐ Borrow/Gravel Pit  
☐ Home Business  
☐ Land Alteration  
☐ Nonconforming Structure Replacement  
☐ Addition to a structure that does not meet shoreline setback  
☐ Other

### #5 Site Evaluation

☐ Site Visit/Evaluation-\$165

### #6 Wetland Reviews Additional Worksheets Required

☐ No Loss/Exemption/Replacement Plan-\$165  
☐ Wetland Delineation Review-\$385  
☐ Wetland Banking Plan Review-\$1,140

### #7 Public Hearings Additional Worksheets Required

☐ Administrative Appeal-\$1,275  
☐ Environmental Assessment-\$1,140  
☐ Conditional Use Permit-\$650  
☐ Conditional Use Permit Rehearing-\$210  
☐ Interim Use Permit-\$650  
☐ Interim Use Permit Rehearing-\$210  
☐ General Purpose Borrow Pit-\$650  
☐ Variance-\$650  
☐ Variance Rehearing-\$210  
☐ Multiple Hearing (Variance/conditional use)-\$980  
☐ Rezoning-\$650

## SIZE OF EXISTING 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

## SIZE OF PROPOSED 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

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



# Performance Standard Permit Nonconforming Structure Replacement WORKSHEET St. Louis County, Minnesota

**About:** A performance standard permit is authorization given for the continuation, improvement or replacement of a nonconforming structure, per state statute, without requiring a variance.

## ABOUT THE STRUCTURE

### TYPE OF STRUCTURE

Describe the existing structure(s):

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Has the nonconforming structure been destroyed by fire or other peril to the extent of greater than 50% of the estimated market value as indicated in the records of the county assessor at the time of damage?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Does the proposed structure replacement include any addition or increase in square footage or height?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Will the proposed structure foundation be the same as the current foundation?

### REQUIRED ATTACHMENTS

1. Elevation profile sketch of existing and proposed structure(s).
2. Photo documentation of structure to be replaced.
3. Other information as deemed necessary by the Director.

**CONTACT:** Planning and Community Development Department

#### Technical Assistance

Toll Free: 1-800-450-9777

Land Use Information

[www.stlouiscountymn.gov/land-use](http://www.stlouiscountymn.gov/land-use)

#### Duluth

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

#### Virginia

Government Services Center  
201 South 3<sup>rd</sup> 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 projects(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

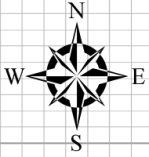
- ☐ \***Distance** of Proposed Structures to Shoreline (Closest Point)
- ☐ \***Distance** of Proposed Structures to Septic System and Tank
- ☐ \***Distance** of Proposed Structures to Property Lines
- ☐ \***Distance** of Proposed Structures to Road Centerline and Right-of Ways

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 below, negatively impact the SSTS/sanitary line or replacement area? ☐ Yes ☐ No

**Sign off:**

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Example of elevation profile of structure(s)**

