





# Home Business Permit 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)

**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  
 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-\$150  
 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](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 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 \_\_\_\_\_



# Home Business Permit

## WORKSHEET St. Louis County, Minnesota

**About:** A home business permit is required for a business conducted on owner's home property and consistent with rural residential lifestyle and compatible with a neighborhood such as a greenhouse or gift shop.

County Land Explorer: [http://gis.stlouiscountymn.gov/planningflexviewers/County\\_Explorer/](http://gis.stlouiscountymn.gov/planningflexviewers/County_Explorer/)

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

### ABOUT THE BUSINESS

#### TYPE OF BUSINESS

Describe the proposed use for a home business:

#### HOURS OF OPERATION

(Proposed)

Monday through Friday

Saturday

Sunday

Comments

Start:

Start:

Start:

End :

End :

End :

Yes  No

Is the principal use of the land or buildings for the sale, lease, rental or trade of products, goods and services?

Yes  No

Is the business conducted on a different property on which the owner's home is situated?

Yes  No

Does the business have more than 5 employees who are not residents of the property?

#### REQUIRED ATTACHMENTS

1. Approval from the local road authority providing access to the parcel.

2. Local fire department approval if there will be any hazardous chemicals/materials stored on site.

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

No New Structures

New Structure(s)

**Structure Type**

**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

Structure Additions

**Structure Type**

**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

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