



Performance Standard 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 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-\$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-\$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

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.**



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About: A category of uses that includes, but is not limited to: private airports, or other private transportation related uses for personal use.

WHAT ARE YOU APPLYING FOR? *Check all that apply to the project.*

- New business
- Expansion of existing business
- Replace existing business
- Extractive Use-General Purpose Borrow (Gravel) Pit*
**Additional worksheet required. It is not necessary to continue filling out the CUP worksheet form. Please see Extractive Use- General Purpose Borrow (Gravel) Pit Worksheet (attached).*

- Transportation Use
 - Other
- If Other, please explain:

ABOUT THE BUSINESS or USE

TYPE OF BUSINESS OR USE

How is the property currently being used?

What type of business/use is being applied for? (List all uses that will take place)

TRAFFIC, PARKING, AND/OR DOCKAGE

Yes No Will the proposal generate an increase in traffic? (Boat, snowmobile, truck, bus, car, etc.)

If Yes, estimated increase: 10 vehicles or less 11-25 vehicles Greater than 25 vehicles

Yes No Does the proposal require parking? (Please include employees, visitors, and other parking)

If Yes, how many parking spaces are available on the property?

APPROVAL FROM LOCAL ROAD AUTHORITY REQUIRED

- Yes (Please attach approval letter)
- No

SIGNAGE AND LIGHTING

Yes No Does your proposal include signage? (Include any off-site signs)

If Yes, please list number of signs, size, location, and illumination of each sign:

Yes No Will there be lighting (including security lighting) that may be visible from roads, waterways, and adjacent properties?

If Yes, please explain:

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

No New Structures

<input type="checkbox"/> 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
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
Other						

<input type="checkbox"/> 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	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
			Feet	Feet	Sq. ft.	Feet
Other						

OUTDOOR BUSINESS ACTIVITY *Check all that apply to the project.*

Will there be any outdoor work or storage areas such as: rock piles, assembly sites, tank storage, equipment parking, etc?

Yes No

If Yes, please explain:

WASTEWATER TREATMENT

Will wastewater will be generated?

Yes No

If Yes, what type of system will be used to handle wastewater treatment?

Private Septic System

Municipal

Other, please explain:

SOLID WASTE Check all types of waste generated and describe how you will collect and store waste generated from the business below:

- | | | | |
|--|---------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Household Garbage | <input type="checkbox"/> Animal Waste | <input type="checkbox"/> Hazardous | <input type="checkbox"/> Radioactive |
| <input type="checkbox"/> Oil and Grease | <input type="checkbox"/> Chemicals | <input type="checkbox"/> Demolition Waste | <input type="checkbox"/> Other |
| <input type="checkbox"/> Other Automotive Fluids | <input type="checkbox"/> Medical | <input type="checkbox"/> Wood and Sawdust | |

If Other, please explain:

Please describe collection and disposal:

*Additional information may be required based on the scope of the project.

STORMWATER MANAGEMENT

- | | | |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Will there be more than one (1) acre of altered surface? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | If Yes, do you have an MPCA NPDES permit? (Please attach permit) |

REQUIRED ATTACHMENTS

1. Site sketch.
2. 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

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 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 _____