

# Public Works Department: Land Survey Division

# Application for Plat Checking



St. Louis County Public Works Department  
[stewartn@stlouiscountymn.gov](mailto:stewartn@stlouiscountymn.gov)

**1** Research Requirements Prior to Application

**2** Review & Complete Application

**3** Attach Fees

**4** Submit Application

St. Louis County Public Works Department  
Land Survey Division  
The Richard H. Hansen Public Works and Transportation Complex  
4787 Midway Road  
Duluth, MN 55811  
Phone: (218)-625-3882  
Fax: (218)-625-3887

Virginia Office:  
7823 Highway 135  
Virginia, MN 55792  
Phone: (218)-742-9823  
Fax: (218)-741-7832

E-mail questions: [stewartn@stlouiscountymn.gov](mailto:stewartn@stlouiscountymn.gov)



## Note

**Incomplete Applications will be Returned.** Applications will not be accepted until all information is complete and fees are paid.

Office Use  
Only

Application Date

Plat Name

1

## Property Owner/Developer

Provide name, mailing address, and contact information.

Owner Name

Developer Name

Mailing Address

City

State

Zip

Phone # (Work)

(Cell)

E-Mail

2

## Surveyor

Provide name, mailing address, and contact information.

Surveyor Name

Business Name

Mailing Address

City

State

Zip

Phone # (Work)

(Cell)

E-Mail

3

## Subdivision Plats

Provide the total number of lots and outlots and the County Surveyor plat checking fees.

Minnesota Statute 505

Basic Plat Checking Fee: \$450.00\* (additional fees below)

Total Number of Lots

Total Cost of Lots (at \$20.00 per lot)

\$

Total Number of Outlots

Total Cost of Outlots (at \$20.00 per outlot)

\$

4

## Condominiums/CIC

Provide the total number of units and the County Surveyor plat checking fees.

Minnesota Statute 515

Basic Plat Checking Fee: \$450.00\* (additional fees below)

Total Number of Units

Total Cost of Units (at \$20.00 per unit)

\$

Total Number of Additional Real Estate Areas Total

Cost of Additional Real Estate Areas (at \$20.00 each)

\$

## 5 Registered Land Survey

Provide the total number of tracts and total County Surveyor plat checking fees.

Minnesota Statute 508

Basic Checking Fee: \$450.00\* (additional fees below)

Total Number of Tracts

Total Cost of Tracts (at \$20.00 per tract)

## 6 Fees

Amount of plat checking fee enclosed

## 7 Government Corner Certificates

All government corner certificates pertaining to the plat must be filed before final plat check will be performed

Government corner certificates enclosed  Yes  No

## 8 Sign & Date

The person who is applying for the plat checking must sign and date the application.

I hereby certify that I am the owner, or authorized agent of the owner, of the above property and that all uses will conform to the provisions of St. Louis County. ***Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid.*** I authorize St. Louis County staff to inspect the property to review the application.

APPLICANT SIGNATURE

DATE

# Contact

Plat Checking



## Contact Information

### Calling

Virginia Office  
Phone: (218) 742-9823  
Toll Free MN: 1-800-450-9777  
Fax: (218) 741-7832

Duluth Office  
Phone: (218) 625-3882  
Toll Free MN: 1-800-450-9777  
Fax: (218) 625-3887

### Visiting Office

St. Louis County Surveyor's Office  
7823 Hwy 135  
Virginia, MN 55792

or The Richard H. Hansen Public Works and  
Transportation Complex  
4787 Midway Road  
Duluth, MN 55802

### E-mailing

E-mail questions: [stewartn@stlouiscountymn.gov](mailto:stewartn@stlouiscountymn.gov)

### Web

County Web

### Office Hours

Monday-Thursday 8:00 a.m.- 4:00 p.m./Friday 8:00 a.m.- 3:00 p.m.  
(We can better serve you if you call our office before your visit)

**I** Available in  
**Interactive e-PDF**

This PDF is available in an electronic  
interactive form (video, audio, hyperlinks,  
etc.).



### Hyperlinks

Active links to maps,  
resource, agencies,  
and email.