



CASS COUNTY ENVIRONMENTAL SERVICES RESIDENTIAL BUILDING AND INDIVIDUAL SEWAGE TREATMENT SYSTEM PERMIT APPLICATION

1. **Pages 1 through 3 must be completed and submitted before this application will be processed.**
2. Construction Permits are valid for two (2) years and Individual Sewage Treatment System Permits are valid for one (1) year (whether there is and escrow or not) from the date of issuance.
3. All corners of the proposed structure(s) are required to be staked with visible flags, ribbon, or lathes prior to any building permit approval. I agree to have flags, ribbons, or lathes in place for inspection by: Date _____
4. It shall be a violation of the Cass County Land Use Ordinance to commence construction before the permit application is signed and approved by an ESD Inspector.
5. **ALL PERMITS ISSUED IN CASS COUNTY REQUIRE A CERTIFICATE OF COMPLIANCE OR COMPLIANCE INSPECTION.**
Enter date of Certificate of Compliance: _____ Enter date of Compliance Inspection: _____
(if less than 5 years for new system) (if less than 3 years on existing system)
6. Construction and Demolition Debris **MUST NOT** be buried or burned. Indicate how and where the material will be disposed of _____.
7. The applicant or agent hereby makes application for a land use permit agreeing to do all such work in accordance with all Cass County Ordinances. Applicant or agent agrees that application, site plan, and other attachments submitted herewith and which are approved by the ESD Official are true and accurate. Applicant or agent agrees that, in making application for a land use permit, applicant grants permission to Cass County, at reasonable times to enter applicant's premises, to determine compliance of that application with any applicable county, state, or federal ordinances or statutes. It is the applicant's sole responsibility to contact any other federal, state, or local agencies to ensure applicant has complied with all relevant Municipal, State, Federal or other applicable laws.
8. This permit may be suspended at any time upon violation of any ordinance or if the information provided in this application is found to be misleading or inaccurate.
9. I have read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

Applicant Signature

Date

10. Application submitted must include the following:
 - 1). Property owner signature.
 - 2). Property Owner or Contactor's phone number.
 - 3). Total Square Footage of proposed structure(s) along with the total height.
 - 4). All setback lines (roads, lake, property lines).
 - 5). Lake or Stream name.

All information needs to be submitted in order for application to be processed.

11. When you have completed the application and all accompanying plans, etc., mail or deliver it in person to the Environmental Services Department, Cass County Courthouse, PO Box 3000, Walker, MN 56484. A fee must accompany each application. Make check payable to the "Cass County Treasurer".

Residential Building and Individual Sewage Treatment System Permit Application (Use Black or Blue Ink Only)

Parcel ID # _____

Applicant Name: _____

Property Owner: _____

Mailing Address: _____

City, State, Zip: _____

Day Time Phone # _____

Bldg Contractor Name: _____

License # _____

Contractor Phone # _____

Property Address: _____

Section: _____ Township: _____ Range: _____

Twp Name: _____ Acres: _____

Lake/Stream Name: _____ Class: _____

Applicant Signature

Date

Property Owner Signature

Date

OFFICE USE ONLY

Received by _____ Date _____

Total Fees Paid: _____

Receipt #: _____ Check #: _____

Zoning: _____

Structure Approval: _____

Date: _____

ISTS Approval: _____

Date: _____

Date Mailed: _____

Comments: _____

E-911 Address: Fee \$ 55.00
GPS Northing _____ Indicate driveway
GPS Easting _____ location on sketch

Residential Structure: Fee \$ _____
New Home, Attached Garage, Deck:
(Deck not included in sq ftg.)
(Fees \$0.15 per sq ft / min. \$100.00)
Total Square Foot: _____ x .15 = \$ _____
Height to Peak: _____ ft.
Mobile Home: Yes / No RV: Yes / No
Total # of Bedrooms _____

Addition to Residential Structures: Fee \$ _____
(Fees \$0.35 per sq ft / min. \$85.00)
Total Square Foot: _____ x .35 = \$ _____
Height to Peak: _____
Bedroom Addition: Yes / No Total # of Bedrooms: _____

Accessory Structures: Fee \$ _____
(Fees \$0.20 per sq ft / min. \$85.00)
Total Square Foot _____ x .20 = \$ _____
Height to Peak: _____
Building Type: Garage Pole Bldg Gazebo
 Other: _____

Sanitary System: Fee \$ _____
 Septic System Drainfield Only
 Tank Only Privy (Outhouse)
 Community Sewage System Flow GPD _____
Septic System Installer License #: _____

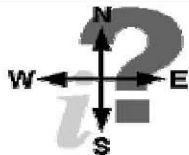
CALL FOR INSPECTION BEFORE COVER-UP. DRAINFIELD SHOULD BE EXPOSED WHILE BEING INSPECTED BY CONTRACTED INSPECTOR.

Decks: Fee \$ _____

Boundary Fences Fee \$ _____
Height: _____ Setback to Property Line: _____

Approved Permit Application may be different than what you had applied for.

SITE PLAN

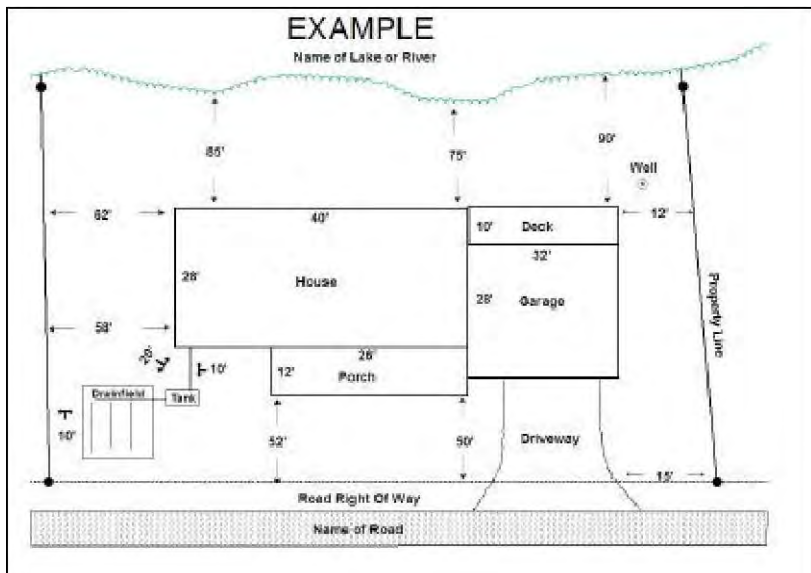


Any work or dirt moving in the Shore Impact Zone Area requires a Shoreland Alteration Permit

Shore Impact Zone: General Development Lake (GD) 75' from Ordinary High Water Mark

Recreational Development Lake (RD) 100' from Ordinary High Water Mark

Natural Environmental Lake (NE) 150' from Ordinary High Water Mark



You **must** include all buildings, existing and proposed, on your property and label them. You **must** include all dimensions (including height) of the buildings as well as all setbacks to property lines, lakes or rivers, roads, and any other pertinent setbacks.

I hereby swear that the information provided in this sketch is true, accurate, and complete.

Applicant Signature

Date

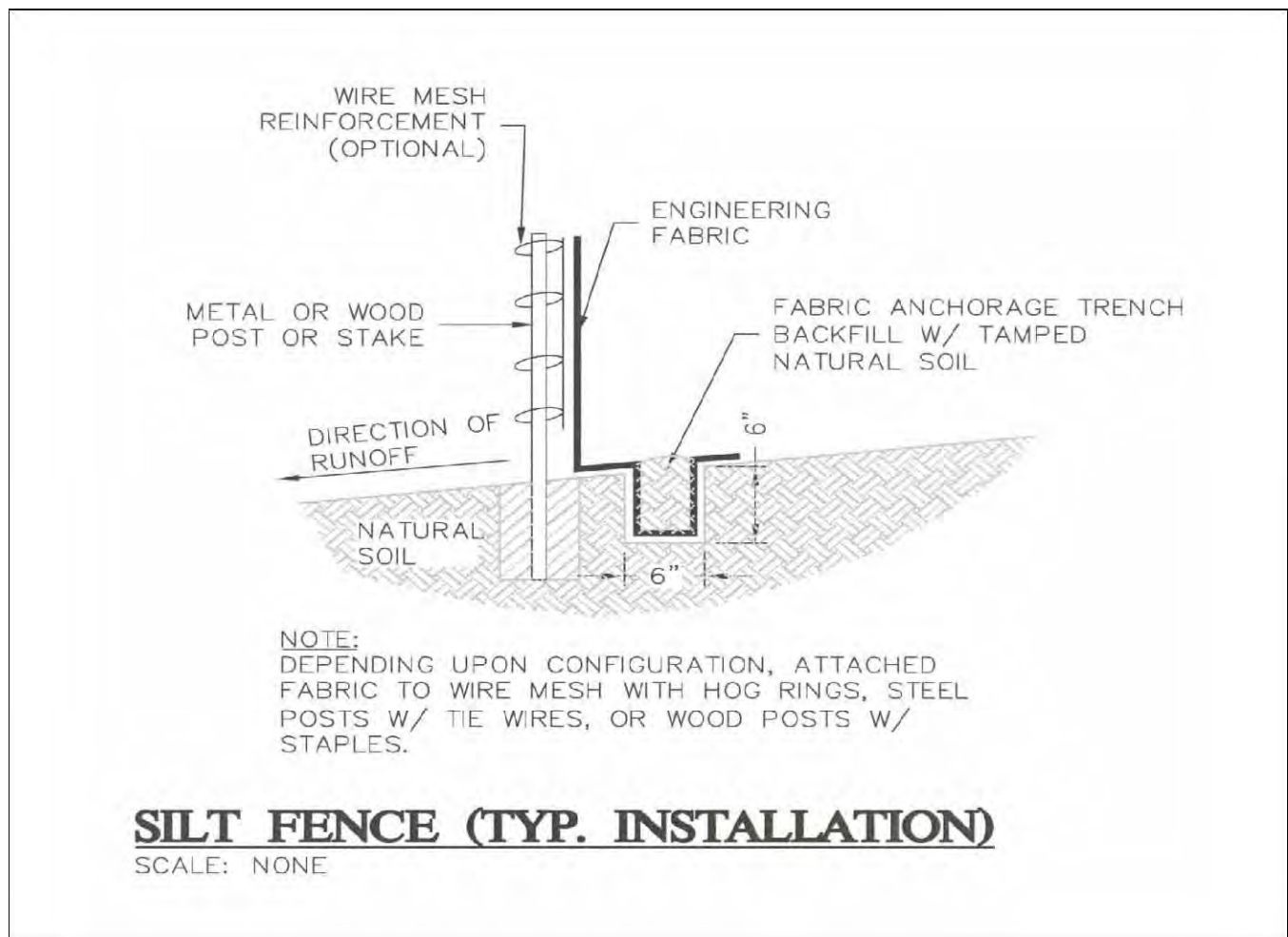
ATTENTION PERMIT APPLICANTS

The Cass County Land Use Ordinance requires that any permit which involves the movement of fill material or excavation have sediment and erosion control measures be in place before construction begins and maintained until after construction is completed. Seeding and mulch must be applied within 14 days of completion of construction.

Any project which disturbs more than one acre also requires an MPCA Stormwater Permit.

Failure to maintain sediment and erosion control measures may result in a cease and desist order on the project, assessment of an administrative fee, and an approved sediment and erosion control plan before work may resume.

Here is one option available for sediment control



Please contact our office for recommendations on erosion control, sediment control, seeding, and mulch for your project:

Cass County Environmental Services Department
PO Box 3000
Walker, MN. 56484
218-547-7241

Website: www.co.cass.mn.us