

LAND USE PERMIT APPLICATION
CITY OF CUYUNA
PO BOX 536
DEERWOOD MN 56444
218-546-5883 info@ci.cuyuna.mn.us

1. Land use permits and Individual Sewage Treatment System Permits are valid for two (2) years unless the Sewage Permit is to upgrade your system, which is then valid for ten (10) months.
2. All corners of the proposed structure(s) need to be staked with visible flags, ribbon, or lathes prior to onsite inspection by the City of Cuyuna.
3. It shall be a violation of the City of Cuyuna Ordinances to commence construction before the permit application is approved by the City of Cuyuna Planning and Zoning department.
4. The applicant or authorized agent may make application for a land use permit agreeing to do such work in accordance with all the City of Cuyuna Ordinances. The applicant or authorized agent agrees that the application, site plan, and other attachments submitted herewith and which are approved by the City of Cuyuna are true and accurate. The applicant or authorized agent agrees that, in making application for a land use permit, the property owner grants permission to the City of Cuyuna, at reasonable times, to enter the property to determine compliance of the application with applicable local, county, or state ordinances or statutes. It is the applicant's sole responsibility to contact other local, county or state agencies to ensure the applicant has complied with all relevant local, county or state ordinances or statutes with Minnesota Statutes 2015, section 216D.03 to 216D.07 attached. All construction associated with an approved permit shall be compliant with Minnesota Statutes 326B.121 – State Building Code; Application and Enforcement.
5. Please submit the following information with the application:
 - Property owner's signature
 - Total square footage of proposed structure(s)
 - Site sketch showing all setbacks
 - Property owner's phone number
 - Height of the structure
 - Impervious Surface & Stormwater worksheet
6. All properties within the Shoreland District with an impervious surface cover percentage over 15% will be required to submit a stormwater management plan pursuant to Article 5.52 of the Shoreland Ordinance.
7. After a complete application is submitted, an on-site inspection is conducted and the application is reviewed, a permit may be issued describing the proposed construction that may take place on the property.
8. The septic installer shall notify the City of Cuyuna and its SSTS inspector a minimum of twenty-four (24) hours before the covering of any portion of the septic installation. Changes from the approved septic design will require approval by the City prior to construction.

I have read and fully understand the above information. The information provided in this application is true and correct.

Applicant Signature

Date

When the application and all accompanying plans have been completed, please mail to the City of Cuyuna Planning and Zoning Department, PO Box 536 Deerwood MN 56444. The appropriate fee must accompany all applications. Please make the check payable to the City of Cuyuna.

PERMIT APPLICATION

Receipt # _____

Permit Number: _____

Parcel Code: _____

Property Owner: _____

Site Address: _____

City, State, Zip: _____

Mailing Address: _____

City, State, Zip: _____

Day Time Phone: _____ Cell Phone: _____

Email Address: _____

Septic Installer: _____

Legal Description: _____

Section: _____ Twp: _____ Rge: _____

Lake / River: _____

Authorized Agent: _____

Owner Signature: _____

Date: _____

Approved By: _____

Date Approved: _____

- New Home _____ (dimensions)
- Attached Garage _____ (dimensions)
- Deck _____ (dimensions)
- Porch _____ (dimensions)
- Auxiliary Cottage _____ (dimensions)
- Auxiliary Quarters _____ (dimensions)
- Add to Home _____ (dimensions)

Is addition a bedroom: Yes or No

Is septic meeting standards: Yes or No

- Add to other Bldg _____ (dimensions)
- Accessory Structure _____ (dimensions)
- Shed _____ (dimensions)
- Travel Trailer/RV/Park Model Placement
- Fence
- Sign Permanent _____ (dimensions)
- Demolition/Building Removal
- New Residential Septic
- Upgrade Residential Septic
- Commercial Large Flow Septic (> 1000 gpd)
- Commercial Small Flow Septic (< 1000 gpd)
- 400 Sq Ft De Minimis Wetland Fill
- Temporary Structures
- Other _____ (dimensions)

OFFICE USE ONLY

Received by: _____

Date: _____

Zoning: _____ Septic: _____

Lake Classification: _____ GD _____ NE _____ RD

Impervious Cov: Current _____ Proposed _____

Buffer Required _____ ft Floodplain _____

Total Fees: _____

Comments: _____

Conditions/Notes:

- Contractor License Requirements Form
- Call for On-Site Inspection after flagged _____
- Stormwater Management Plan _____
- Call for footing location inspection before any concrete is poured _____
- Call upon completion for inspection (SMP)
- Variance or CUP must meet conditions _____
- Supplemental data for grading/building in floodplain

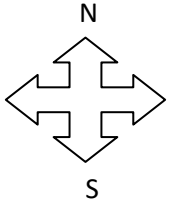
Name _____

SITE PLAN

Parcel Code _____

Date _____

SIGNATURE



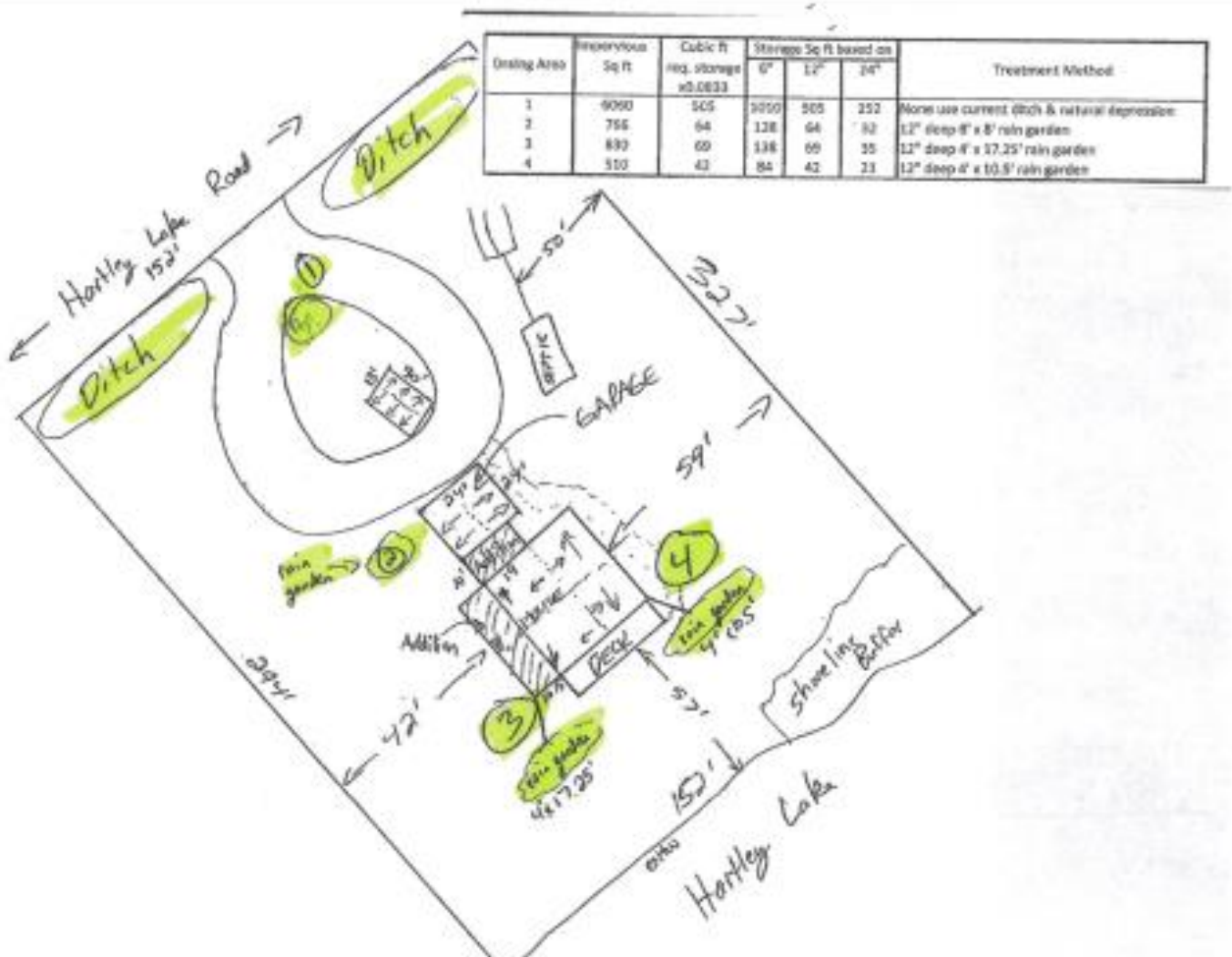
Please see reverse side for sample site plan and list of criteria required on the site plan.

Site Plan

The City of Cuyuna Ordinance requires a site plan with the following information. Your assurance that these items are accurate and complete will aid in a quicker processing of your application. City Planning and Zoning staff will review for the following items:

- North arrow correctly located
- Lot Width –accurate
- Lot Depth – accurate
- Acres or total square feet identified _____
- Lake or river name shown
- Wetlands identified
- Bluffs and steep slopes shown
- Ordinary High Water Mark (OHW) is identified
- Setback from property lines
- Setback from Road Right of Way *and* road name labeled
- Setback from Ordinary High Water Mark (OHW) of lakes and/or rivers
- Location of septic & well(s) showing setback from tank to dwelling or structure connected to
- Driveway and parking identified
- Dimensions of proposed structures including decks, porches, patios
- Dimensions of existing structures including decks, porches, patios
- Adequate ingress/egress shown (easement description if applicable)
- % of impervious surface (total square footage of existing and proposed structures and other impervious surfaces divided by total lot area) _____

EXAMPLE:



Applicant's Contractor List:

General Contractor: _____ License Number: _____ Phone Number: _____

Mechanical Contractor: _____ License Number: _____ Phone Number: _____

Plumbing Contractor: _____ License Number: _____ Phone Number: _____

Electrical Contractor: _____ License Number: _____ Phone Number: _____

Well Contractor: _____ License Number: _____ Phone Number: _____

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