



Stearns County Environmental Services

3301 County Rd 138

Waite Park, MN 56387

320-656-3613 or 1-800-450-0852

Apply Online: <https://co.stearns.mn.us/Environment>

County/Township Construction Site Permit Application

Property Owner Name: _____
 Mailing Address: _____
 Property Address: _____
 Parcel ID Number: _____
 Email: _____ Phone: _____
 Legal Description: _____

Office Use Only

Permit # _____

Receipt # _____

Type of Construction	Type of Project	Within 1000ft of lake, 300ft of river, or in floodplain?	Application Fee
Residential Structure	<input type="checkbox"/> New Dwelling	Yes	\$500
	<input type="checkbox"/> Replacement Dwelling	No	\$400
	<input type="checkbox"/> Moved-in Structure		
	<input type="checkbox"/> Addition/Remodel	X	\$300
Other Structure	<input type="checkbox"/> Garage <input type="checkbox"/> Shed	X	\$300
	<input type="checkbox"/> Deck <input type="checkbox"/> Other		

Proposed Project Information		
Project Description:		
Contractor Name: _____		License # _____
Use of Structure:	<input type="checkbox"/> Residential	<input type="checkbox"/> Business <input type="checkbox"/> Agricultural <input type="checkbox"/> Accessory
Principal Structure	#	Description/Explanation
Dimensions:		
House Area: (including attached garage)		
Structure Height:		
# of Bedrooms:		
# of Floors:		
Walk Out? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Retaining Wall(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Deck(s) Dimensions:		
Total Area of All Decks:		
Building Plans Included? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Other Structure(s) (Not for Livestock)		
# of Other Structures:		
Dimensions:		
Sidewall Height:		
Structure Height:		
Area of All Structures:		
Dormers? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Bathroom/Sink? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Retaining Wall(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Lot Coverage Calculation Worksheet

Lot coverage is limited to 25% of the total lot. **The total may not be larger than the maximum coverage calculation below.** Please be advised that if you are over the lot coverage allowance, you must reduce your coverage or apply for a variance before your proposed project will be permitted. Please calculate out all that apply to your situation. If an item does not apply, please leave it blank.

Proposed Structure(s)	Length (ft)	Width (ft)	Total (ft ²)
1.			
2.			
3.			
Existing Structure(s)			
House & Attached Garage			
House Only			
Detached Garage			
Other Structures <i>*All sheds, utility buildings, dog kennels, greenhouses, etc.</i>			
1.			
2.			
3.			
4.			
Deck(s)			
Driveway/Parking Areas <i>*Asphalt, cement, gravel</i>			
Sidewalk, Patio, Paving Stones			
Landscaping (plastic under rock)			
Other			
1.			
2.			

Total Coverage (ft²)	
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Lot Area (ft²):		X	25%	=	Maximum Coverage (ft²)	
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Lot Area: Calculate lot area by multiplying the length of the lot times the width. However, if the length and width vary, as in the example, take the average length and width:

Average Lot Width (ft):

Average Lot Length (ft):

Lot Area (sq. ft):

Or, if you know lot acreage, enter below:

X 43,560 sq. ft.

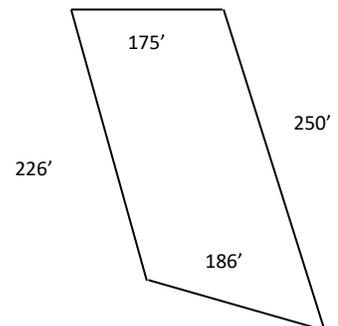
acres

Lot Square Feet

Example

Average Width: $175' + 186' = 361/2 = 181'$
 Average Length: $226' + 250' = 476/2 = 238'$
 Lot Size: (W) $181' * (L) 238' = 43,078$ sq. ft
 Lot Area: 43,078 square feet

Note: 1 Acre = 43,560 ft²



Site Plan

Indicate the following in a site sketch or on a separate drawing to be included with this application.

Please provide distances from structure to:			
Rear Yard:		ft	Wetlands
			ft
Side Yard:		ft	Top of Bluff (If Applicable)
			ft
Side Yard:		ft	OHWL: (If Applicable)
			ft
Right-of-Way		ft	Septic Tank:
			ft
Road Center:		ft	Septic Drainfield:
			ft

Township Approval

A valid township signature may be required prior to Stearns County reviewing this application.

Permit Conditions: _____

Township Signature: _____ Date: _____

Agreement: I hereby acknowledge that I have read this application and state that all information is true and correct to the best of my knowledge. I further agree that all work performed will be in accordance with approved plans, specifications and conditions, and to abide by all of the ordinances of Stearns County regarding actions taken pursuant to this application. Any plans submitted herewith shall become part of the permit application. This application shall not be considered a complete application until the applicant has staked the proposed building site. **Incomplete applications shall expire six (6) months from the date of application.** It is the responsibility of the applicant to obtain any other necessary permits from their Township. Signature of this application authorizes Environmental Services Staff to enter upon the property to perform needed inspections. Entry may be without prior notice.

Applicant Signature

Date