

2021 Fee Schedule Crow Wing Township Planning and Zoning Department

*****AFTER-THE-FACT LAND USE PERMIT APPLICATION FEES ARE FIVE TIMES THE ORIGINAL FEE*****

ZONING PERMITS

New Construction:

Residential:

Up to 1000 s.f. of Ground Cover: \$250

1001 s.f. to 2000 s.f. Ground Cover: \$500

2001 s.f. to 3000 s.f. Ground Cover: \$750

3001 s.f. to 4000 s f Ground Cover: \$1000

Each additional 1000 s.f. Ground Cover: \$250

Commercial (including plan review fee)

Up to 1000 s.f. Ground Cover: \$400

1001 s.f. to 2000 s.f. Ground Cover: \$500

2001 s.f. to 5,000 s.f. Ground Cover: \$750

5001 to 10,000 s.f. Ground Cover: \$1000

10,001 s.f. and greater Ground Cover: \$1250

Commercial Storage Building (no Sewer or Water) per building: \$400

Additions/Accessory Structures

Residential Accessory Structure or Addition

Less than 100 s.f. Ground Cover: \$25

100 s.f. - 200 s.f. Ground Cover: \$100

201s.f. -400 s.f. Ground Cover: \$125

401s.f. – 600 s.f. Ground Cover: \$175

601 s.f. to 1000 s.f. Ground Cover: \$250

1001 to 2000 s.f. Ground Cover: \$300

Greater than 2000 s.f. Ground Cover: \$500

Roof Reconstruction: \$75

Commercial Accessory Structure or Addition includes plan review fee

Up to 1000 s.f. Ground Cover: \$300

1001 to 2000 s.f. Ground Cover: \$400

2001 to 5,000 s.f. ground cover: \$500

5001 to 10,000 s.f. Ground Cover: \$750

10,001 s.f. and greater: \$1000

Commercial multi-storage buildings-no water or sewer-(Per Building): \$400

Agricultural Accessory Structures: \$100

Seasonal Travel Trailer Placement: \$100

Signs \$1.00 per s.f. up to 200 s.f.: \$200

Adopted December 14,2021

Sewage Treatment Systems:

These Costs Are in Addition to Septic System Permit Fees:

Residential (Includes review, approval of design, and inspection): \$200

Commercial (Prior Plan Approval Required)

Small Flow Systems (Less than 1000 gal/day): \$350

Large Flow Systems (1000 1001-3999 gal. /day or larger): \$600

Large Flow Systems (4000-6999 gal./day): \$680

Large Flow Systems (7000-9999 gal/day): \$840

All SSTS permit fees Includes review, approval of design, and inspection

Re-inspection Fee: \$100

Dirt Moving in Shoreland Area

Sand Blanket in Shore Impact Zone* \$150

Licenses/ Special Fees:

Gravel Pit Operation: \$500

Plus Re-inspection Fee: \$100

Plus Minimum: \$5,000 Bond

Zoning Ordinance: \$15

Comprehensive Plan: \$25

Subdivision Ordinance: \$5

Misc. Copies \$.25 per page

ADMINISTRATIVE FEE \$100 per hour plus mileage

Land Use Applications:

Variance**

Residential/Commercial Uses: \$500

Plus Recording Fee: \$46

Conditional Use**

Residential/Commercial Uses: \$500

Plus Recording Fee: \$46

Amendment to Existing Conditional Use Permit** \$500

****The above land use applications may be subject to construction permit costs previously listed**

Zoning Map Amendment (Rezoning): \$500

Dirt Moving/Fill Excavation (Variance): \$500

Plus Recording Fee: \$46

Plus Re-Inspection Fee: \$100

Appeal to Board of Adjustment: \$500

Plus Recording Fee: \$46

Zoning Ordinance Amendment: \$500+ Printing Costs

Adopted December 14, 2021

Subdivision Applications:

Metes and Bounds: \$100 + \$25 per parcel

Plat or Planned Unit Development**

Initial Review by County Board: \$250

Preliminary Plat: \$500 + \$25.00 per parcel

Final Plat: \$500 + \$25.00 per parcel

+Surveyors Fees

TOWERS (Commercial Use)

Tower Base up to 1000 sq. ft.: \$400

Tower Base 1001 sq. ft. to 2000 sq. ft.: \$500

Antenna co-location: \$300 per antenna

Equipment structures up to 1000 sq. ft.: \$300

1001 to 2000 sq. ft.: \$400

**** Land Use Permits are required after approval.**

**** All new construction must have an E911 Address to obtain utility permits.**

****Commercial Land Use Application, Plat/Planned Unit Development Review Costs**

****The applicant shall reimburse the Township for all related miscellaneous costs that exceed the amount of the original application fee.**

Adopted December 14, 2021

LAND USE APPLICATION

APPLICATION:

- A. Applicant shall complete Land Use Application and submit to the Zoning Administrator.
- B. Application shall be accompanied by a site plan drawing that is complete with the following minimum information (as close to scale as possible):
 - Size of parcel
 - Location on the parcel of all existing structures, their square footage and distance from all property lines, setbacks (including road, bluff, and shoreline) and each other
 - Location on the parcel of all proposed structures and their square footage, distance from all property lines, setbacks (including road, bluff, and shoreline) and each other
 - Location on the parcel of existing and proposed sewage treatment systems and wells and their distance from property lines, structures and each other
 - Existing and/or proposed square footage of the driveway (gravel and paved), access roads, parking, sidewalks

*****If a new driveway is being construction from a Township road, please contact the Township Roads Supervisor, David Schultz, at (218) 839-1215 for an entry permit*****

- C. Application shall include drawings showing number of bedrooms in the structure.
- D. Application shall include elevation drawings showing proposed structure height.
- E. Application shall include Sewer Compliance Inspection certificate.
- F. Applicant shall include the signature of the title owner of the property.

REVIEW:

- A. The Planning and Zoning Administrator shall review the application for completeness and assign a reference number to application, plans, and any other attachments. Staff will indicate on the application the date that the application is complete. The applicant will be notified where additional information is needed.
- B. The Staff shall, based on submittals, compute the Land Use Permit Fee. This fee shall be paid by the applicant at the time the application is submitted.

ACTION:

In order to obtain a Land Use Permit, the following must happen:

- A. The Zoning Administrator must review and approve the Sewer Compliance Inspection report.
- B. The Township Clerk must verify all current billings and insure that the applicant is current on all payments.
- C. The Zoning Administrator must insure that the permit fee has been collected.
- D. The Zoning Administrator must insure that the proposed improvements meet the requirements of the Ordinance.

PLEASE NOTE: The Township has 60 days in which to review and make a decision on land use applications, although the Township strives to process all applications as soon as they are received. To avoid delays, applicants should allow themselves as much time as possible between the time they submit their application and the time they wish to begin construction. Close coordination with the Township Staff during the project design phase and submittals that are complete and accurate will help applicants avoid delays. No construction can begin until the permit is complete and approved.

REVISED: January 2019

CROW WING TOWNSHIP

LAND USE PERMIT APPLICATION

Name of Applicant _____ Phone _____
Property Address (E911#) _____ Local Phone _____
Mailing Address _____ Email _____
City, State, Zip _____

Applicant is:	Title Holder of Property: <i>(if not applicant)</i>
Legal Owner ()	_____
Contract Buyer ()	(Name)
Option Holder ()	_____
Agent ()	(Address)
Other _____	_____
	(City, State, Zip)

Signature of Owner, authorizing application (required): _____
(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): _____
(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Property Parcel ID (15 Digit # on Tax Statement) _____

Zoning District _____

Will an address assignment (E911#) be needed? _____

State nature of request in detail: (What are you proposing for the property? If a new structure, indicate height and foundation type.)

Approved by the Zoning Administrator: _____ Date: _____

REVISED: December 14, 2021

CHECKLIST

_____ Completed application, including signature of property owner

_____ Fee

_____ Sewer Compliance Inspection Report
(5 years from installation date - New Installation)
(3 years from installation date – Existing System)

_____ All current Township charges paid

_____ No outstanding violations

_____ Zoning Administrator Review of Commercial Access to Township Road (if applicable)

_____ Site plan as close to scale as possible with the following information, as a minimum (unless waived by P&Z Administrator):

_____ Size of parcel and dimensions

_____ All existing structures, their square footage, height, distance from all property lines and setbacks (including road, bluff and lake OHW level) and each other

_____ All proposed structures, their square footage, height, distance from all property lines and setbacks (including road, bluff and lake OHW level) and each other

_____ Location on the parcel of existing and proposed sewage treatment systems (ISTS) and wells and their distance from property lines, structures and each other

_____ Existing and/or proposed square footage of the driveway (gravel and paved), access roads, parking, sidewalks

CONTACT INFORMATION

Planning and Zoning
Administrator:

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REVISED: December 14, 2021