

**ARNA TOWNSHIP
APPLICATION FOR A SITE DEVELOPMENT PERMIT**

NAME: _____ DATE: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: (_____) _____

EMAIL: (optional) _____

Property I.D. number from your tax statement (or the legal description of your property.
Attach the description on a separate sheet of paper if you need more space):

Property I.D. Number: _____

Street address of construction site if different than your above mailing address:

Construction: _____ Primary Structure (e.g., a dwelling for human occupancy)
_____ Secondary Structure (barn, shed, garage, sauna, gazebo, etc.)
_____ Site Development only (campsite, RV pad, utility hookup, etc.
See the last line at the bottom of this page about SSTS needs.) Is any construction

within 300 feet of a river or 1000 feet of a lake?

___ Yes ___ No If yes, name of river or lake: _____

If you answered yes, then be sure to complete Item #2 on the following page.

Is the building site subject to flooding, erosion, or a wetland? ___ Yes ___ No

A Site Development permit for a dwelling cannot be issued unless the property has a human waste disposal system that passes current Mn PCA standards. If there is no waste system at all, or a nonconforming system is on your property, then you need to submit a Subsurface Sewage Treatment System (SSTS) application along with this Site Development application. The type of sanitary system on this property right now is:

___ Outhouse ___ Holding Tank ___ Misc (e.g., Biffy, Composting Toilet)

___ Septic Tank & Drainfield or Mound _____ Other (explain): _____ None: ___

___ All human waste will go into an RV holding tank. I will drive the RV off the property **regularly**, and the waste will be disposed of at a proper facility.

Make a drawing of your site plan on the back or on an attachment that shows all of the five factors that follow. Failure to complete any of this information will result in rejection of this application. If this application is for Site Development not involving a building, then draw a map and describe the nature of the improvements. The dimensions listed below are merely the most commonly asked items that are necessary to evaluate MOST applications. Please call for additional information or request a full copy of Arna's ordinance if you are uncertain of any requirements. A complete copy of Arna's ordinance is also available at: www.arnatownship.org.

FYI - Zone A is the area in and very near the town of Markville. Zone B is the remainder of the township. A shoreland area is any land within 300 feet of the ordinary high-water line of a river. A wetland is generally any swampy kind of area anywhere.

1. Dimensional Information:

- Total square feet of structures (400 feet sq. minimum for residential bldg.)
- Setback from centerline of roads (50 feet zone B, none Zone A)
- Side yard setback (10 ft. zone A, 50 ft. zone B, 20 ft. shoreland area)
- Location of water supply system & neighbor's system within 100 feet
- Location of human waste disposal system & neighbor's system within 100 feet
- Location of any buildings on any adjacent property within 150 feet

2) If you are in a shoreland area, then please include information about these things:

- Setback from public waters: 200 feet minimum for Natural Environmental Streams (Bjork's Creek or Albrecht's Creek), and 100 feet minimum for Tributary Streams (which are all other streams that are not Natural Environmental)
- Lot width at building line (200 feet if Natural Environ., or 150 feet if Tributary)
- Vertical elevation of the lowest floor above highest know water level (3 ft min)
- If more than 50 yards of soil or fill is used for the building, yard, or a driveway, then a Shoreland Alteration permit must accompany this application.

3) For dwellings, provide the details about the foundation, either:

- On grade slab - 4" thick with mesh, rebar, or equivalent
- Perimeter footing 20"x6" with two 1/2" rebar
- Piers less than 42 inches deep on pads 3 ft x 3 ft
- Piers more than 42" at least 5 1/2" diameter
- Treated wood foundations, or other types are allowed if you give enough information to show that they accomplish the criteria of a good foundation

4) If this application is for a house, cabin, dwelling (i.e., human occupancy), please describe any plumbing. If the proposed construction impacts the performance of an **existing** drainfield or mound system (e.g., a bedroom addition), then please submit a copy of your **Certificate of Sanitary System Compliance**. If you do not have one, you will need one before this application can be approved (please call for an Application for a Compliance Inspection or ask any Mn PCA licensed Inspector).

5) For ALL applications: if the structure is a mobile home, modular home, Park model, or manufactured home, then a minimum of four tie-downs and skirting is required. State the details of your tie-down and foundation plan.

Terms of acceptance:

I hereby certify that the information contained in this application is true and correct. I agree to do the proposed work in accordance with this plan, or township approved amendments stated on the permit, as well as all applicable Arna Township ordinances. I understand this is not a permit for a water supply or human waste disposal system.

I understand the term of this permit is for twelve (12) months and can be extended for a maximum of one additional twelve (12) month term by making that application **before** the expiration of my original permit.

I agree to provide access to any relevant records, and to allow the township inspector (or appropriate designee) on my land to make necessary inspections. When practical, inspections shall be conducted at the times requested by the applicant, but in cases where no call for inspection has been received by the township one (1) month prior to the date of expiration of the permit, then inspections to certify compliance with this ordinance shall be made with at least 72 hours of advance notice to the applicant. If some item that needs inspection has been buried prior to inspection, the township reserves the right to require that the applicant uncover that item for inspection.

Final approval of any permit is not given or implied until the final inspection has been made and approved by the signature of the Zoning Administrator, his delegate, or a Town Board member. It is the responsibility of the applicant to have his permit available for signing at the time of the inspection.

SIGNATURE OF APPLICANT

Fee: \$50.00 per building, to accompany this application

Make checks payable to: Arna Township

FEES DOUBLE FOR AFTER-THE-FACT PERMIT APPLICATIONS

Return to:	Zoning Administrator	(or)	Arna Town Clerk
	47196 Witt Lane		49910 First Ave
	Markville, MN 55072		Markville, MN 55072
Phone:	320-242-3236		320-242-3409