

PERMIT APPLICATION
ALBANY TOWNSHIP
STEARNS COUNTY MN

APPLICATION NO: _____
TOTAL FEE: _____
DATE PD: _____ CK NO: _____

Property Owner: _____ Phone Number: _____

Property Address: _____

Mailing Address: _____

General Contractor: _____ Phone Number: _____

LEGAL DESCRIPTION *(Obtainable from the County Assessor's Office)*

SEC. ___ TWP. ___ RANGE. ___ LOT ___ BLOCK ___ SUBDIVISION OR QTR/QTR ___ ACRES ___

APPLICATION FOR: *(check one)*

___ Conditional Use ___ Interim Use ___ Variance ___ Site Permit ___ Rezoning ___ Other

FOR NEW CONSTRUCTION, PLEASE CHECK TYPE OF WORK:

___ Single Family ___ Accessory Building ___ Additional/Alteration ___ Commercial ___ Other

Describe in detail the purpose of this application. *(Attach additional sheets, if necessary)*

Please attach a drawing showing the placement and dimensions of the proposed building on your property.
A survey may be required in some instances.

Agreement: *I agree that all work performed will be in accordance with approved plans, specifications and conditions, and to abide by all of the ordinances of Albany Township and Stearns County regarding actions taken pursuant to this application. The landowner, by signing this form, agrees to pay any consulting costs, including legal, engineering and planning fees, incurred by the Town in processing this request.*

DATE: _____

(Owner Signature)

VALUE: _____

(Owner Signature)

OFFICE USE ONLY

This property is located in an agricultural district. Agricultural operations, which include the conduct of commonly-accepted agricultural practices, are considered a priority permitted use.

SUBJECT TO EXISTING REGULATIONS AND THE FOLLOWING MINMUM SETBACKS:

___ Road Row ___ Center-line Road ___ Side Yard ___ Rear Yard ___ Lake/River ___ Bluffline ___ Zoning District

COMMENTS _____

DATE: _____

APPROVED

DENIED

Zoning Administrator: _____

To help the Planning Commission and Ordinance Administrator make a decision on your request, please include a detailed drawing of your property, as well as the change you are requesting. Some of the things to include are listed below. Please include those that are applicable to your request.

- Location of roads bordering your property.
- Distance from the road to the building on your property.
- Distance from property lines to buildings on your property
- Distance from your neighbor's buildings, if they are affected by the change requested.
- Dimensions of any proposed buildings.
- Location of sewer system and well, and distance from proposed building.
- Location of any slopes and how steep the slopes are.
- Location of any “low spots”, swamps, or water holes.
- Culverts 18”, two foot extending on each side of driveway.

BUILDING PERMITS

\$0-\$2,000	\$60 (Minimum Charge-includes site visit)
\$2,001 to \$20,000	\$170.00 includes site visit
\$20,001 to \$75,000	\$220.00 includes site visit
\$75,001 and Up	\$270.00 includes site visit
Site Visit	\$60.00
New site- 911 sign	\$40.00
New Approach	\$60.00 includes site visit
Violations of ordinance are subject to a Minimum \$200 fee per month, plus additional Legal Fees.	

OTHER REQUESTS

Conditional Use Permits	\$300.00	Subject to additional legal fees
Interim Use Permits	\$300.00	Subject to additional legal fees
Variances	\$300.00	Subject to additional legal fees
Request to Rezone	\$300.00	Subject to additional legal fees
Zoning Violations-Minimum Fine	\$200.00	Plus additional Township/Legal/Court fees
Site Inspections	\$60.00	Subject to additional legal fees
Park Dedication Fee	\$200.00	Subject to additional legal fees
Fee for Advertising Sign (Billboard)	\$500.00	Subject to additional legal fees
Mining Permit Fee	\$500.00	Subject to additional legal fees
Permit for Construction of Wireless Telecommunications Tower	\$500.00	Subject to additional legal fees
Met Tower	\$1,200.00	Subject to additional legal fees
Wind Turbine 40K or more	\$1,500.00	Subject to additional legal fees
Plat/Cluster Review	\$300.00	Subject to additional legal fees
Request for change of text	\$400	Subject to additional legal fees
Request for special meeting	\$600	Subject to additional legal fees
Request for overweight road permit	\$300	Subject to additional legal fees
Request for copies	.15 per electronic page /.50 paper copy	

BUILDING SET BACKS

9.5 Agricultural District A-40 DISTRICT - Front of property		
Road Classification	Setback from Road Center-line	Setback from Road Right-of-way
County Road	100 Feet	50 Feet
Township Road	63 Feet	30 Feet
Private Road Esmt	63 Feet	30 Feet
Residential Dwelling Set back	Rear of property 50 Feet	Side of property 50 Feet
9.7 Residential District R-5 DISTRICT - Front of property		
Road Classification	Setback from Road Center-line	Setback from Road Right-of-way
County Road	100 Feet	50 Feet
Township Road	63 Feet	30 Feet
Private Road Esmt	63 Feet	30 Feet
Residential Dwelling Set back	Rear of property 50 Feet	Side of property 20 Feet
9.9 Residential District R-1 DISTRICT - Front of property		
Road Classification	Setback from Road Center-line	Setback from Road Right-of-way
County Road	100 Feet	50 Feet
Township Road	63 Feet	30 Feet
Private Road Esmt	63 Feet	30 Feet
Residential Dwelling Set back	Rear of property 30 Feet	Side of property 10 Feet
Detached garage and accessory building setbacks for A40-R1-R5-R10		
Side property line/Rear Property line/Sceptic Tank		10 Feet
Drain field		20 Feet
House (eve to eve)		10 Feet
Well		2 Feet

Completion of work: The work for which a land use permit is issued shall commence within six (6) months after the date thereof unless an application for an extension has been submitted and approved. The work shall be completed within one year unless an application for an additional six (6) months extension has been submitted and approved by the Zoning Administrator.