

Application for a Certificate of Allowed Use



INSTRUCTIONS

Before you apply, all property taxes must be current. Please complete this application in full. Incomplete or incorrect applications will be returned to the applicant. The application and required submittal documents may be submitted in person or mailed to:

Mille Lacs County Land Services Office
635 2nd Street SE
Milaca, MN 56353

Please note that applications will not be accepted if there are any violations or delinquent taxes due.

APPLICATION SUBMITTAL REQUIREMENTS

- Description of Structure: _____ Length: _____ Width: _____ Height: _____
- Site plan** (see reverse), including measurements from new structure to:
 - Rear property line
 - Side property lines
 - Septic system items (tanks & mound/drainfield)
 - Road centerline
 - Lake, river, or county ditch
- Building construction plans (**2 copies**) with completed Building Permit Application, as applicable
- Septic design provided by a licensed septic professional, as applicable
- 911 Address application, as applicable
- Impervious surface calculations, as applicable
- Road authority driveway permit, as applicable

Incomplete or incorrect applications will not be accepted.

APPLICANT INFORMATION

Name: _____ Contact Phone: _____

Mailing Address: _____

E-mail Address: _____

Are you purchasing the property on a Contract for Deed? (*check one*) Y N

If yes, please have the Contract Holder sign here: _____

PROPERTY INFORMATION

Property Address: _____

(If your request is for a building and there is no assigned address, please complete a separate 911 Address Application.)

Parcel ID Number: (*e.g. 00-000-0000*) from your tax statement: _____

(Parcel ID Numbers beginning with 06, 16, or 18 - 25 designate properties outside of Mille Lacs County zoning jurisdiction.)

Is the property located within 1,000 feet of a lake or 300 feet of a river? (*check one*) Y N

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TERMS AND CONDITIONS


The information in this application and submitted materials are true and correct to the best of my knowledge. I agree that all work will comply with all applicable federal and state regulations and the Mille Lacs County Development Ordinance. I also agree to allow Mille Lacs County staff to enter the property during normal business hours to conduct tests and inspections as may be needed to process the permit application.

Signature of Applicant/Owner/Contract for Deed Holder

Date

Borgholm, Kathio, Milaca, Milo, and Page Townships require permits for the installation of a driveway.

Site Plan (Include measurements from new structure to all lot lines, septic tank & mound, lake or river, road centerline)


North