

Zoning Permit Application

For more information, see our website at: [Home | Windemere Township](#)

REQUIRED APPLICATION CHECKLIST

- Completed application form – *Submitted only via email to zoning@windemeretownship.com*
- Application fee (varies, see Town Fee Schedule on website) – *Check Only – Payable to “Windemere Township” and mailed to the above mailing address*
- Site plan or survey document, as indicated in Attachment A
- Subsurface Sewage Treatment System (SSTS) Certificate of Compliance or Certificate of Compliance from Moose Lake Windemere Sanitary Sewer District
- For a new Subsurface Sewage Treatment System, an approved SSTS permit from Pine County
*Once system is installed a copy of the Certificate of Compliance from Pine County must be provided to the Zoning Administrator

APPLICANT INFORMATION

Name	Phone		
Mailing Address	City	State	ZIP
Email Address			
Site Address or Location	City	State	ZIP
Parcel Number (PID)			

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

Name	Phone	
Mailing Address	City	State
Email Address		

TYPE OF PROPOSED WORK

<input type="checkbox"/> Dwelling, type	<input type="checkbox"/> Additions or improvements to existing structures
<input type="checkbox"/> Accessory structure(s), type	<input type="checkbox"/> Building relocation
<input type="checkbox"/> Deck, lean to	<input type="checkbox"/> Lakeshore alteration and restoration
<input type="checkbox"/> Grading and filling over 10 yds in the Shoreland Overlay District	<input type="checkbox"/> Fence, non-agricultural
<input type="checkbox"/> Agricultural Buildings (please fill out Agricultural Buildings section below)	<input type="checkbox"/> Other, please specify

SITE INFORMATION

Sewered or Unsewered	Does this project include new sewage work? Yes () No ()	
Lot Width (ft)	Lot Depth (ft)	Total Area of lot (sq ft or acres)
Zoning District (A-1, R-2, R-3, C-1, F-1, SA)		

PROJECT INFORMATION

Main Floor (sq. ft)	Above Story(s) (sq. ft)	Basement (sq. ft)	Garage (sq. ft)
Porch/Decks (sq. ft)	Patio/Sidewalk (sq. ft)	Driveway (sq. ft)	Accessory Structures (sq. ft)
Other (sq. ft)	Building Height (ft)	# of Bedrooms	Amount of fill (CY or ton)
Total Construction (sq. ft)		Total Impervious (sq. ft)	

AGRICULTURAL BUILDINGS

Intended Use	List agricultural products or livestock type
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Do you operate an agricultural business on this property?

If yes, please describe

SETBACKS – DISTANCE OF PROPOSED STRUCTURE(S) IN FEET FROM EACH OF THE FOLLOWING

Structure 1	OHW	Right of Way	Top of Bluff	Rear	Side	Side
Structure 2	OHW	Right of Way	Top of Bluff	Rear	Side	Side

AGREEMENT

I understand that by signing this form, the property in question may be visited by Windemere Township and its agents throughout the application process. I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the above signatures.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the Zoning Ordinance and other applicable ordinances.

*Applicant Name	*Applicant Signature	*Date
*Property Owners Name	*Property Owners Signature	*Date

-FOR OFFICE USE ONLY-

Date Received:	File #:
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Attachment A: Site Plan Sketch

Sketch your site plan below or submit a professional land survey document. A survey is required for all lots within the Shoreland Overlay District and all lots under 1 acre. Questions about survey requirements can be directed to Zoning Administrator. Please note that structure blueprints are not required.

Site plan and survey must include the following as measured in feet:

1. Dimensions of the parcel
2. The proposed structure(s)
3. All existing structures
4. Distance of proposed structure(s) to the following:
 - A. Property lines
 - B. Road right-of-way
 - C. Existing structures
 - D. Sewage treatment system(s), existing and proposed
 - E. Water supply system
 - F. Lakes, rivers, streams, or any wetlands
5. Location of water supply and sewage treatment systems within 150' of the subject parcel.
6. Location of any public or private easements including drainage, utility, road or access.

