

**Bemidji Township
Application for Conditional
Use Permit**

Please complete this application carefully (PRINT) and completely according to the instructions. Failure to fill in all of the required information may result in a delay of processing your application.

A fee of ___ made payable to Bemidji Township must accompany this application.

This permit is subject to any and all applicable regulations, standards and criteria set forth in said Bemidji Township Land Use Ordinance.

OFFICE USE ONLY
Complete Application Rec'd _____
Payment Rec'd _____
Zoning District _____
Hearing Date _____
Date Permitted _____
45 Day Rule _____
Comments _____

NAME OF APPLICANT: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ WORK #: _____

REASON FOR APPLYING: _____

PROPERTY DATA

Site Address: _____

Primary Access Road _____

Parcel Number _____ Section _____

Legal Description (attach cop of deed): _____

Property Dimensions: Width _____ ft. Depth _____ ft. Total Area _____ sq ft/acres

List ALL existing structures and their dimensions, including septic and well locations (attach site plan drawn to scale)

Is property with 1000 feet of a public water Yes No Is property in an airport zone? Yes No

ENVIRONMENTAL DATA

Does your property contain low areas, wetlands, or areas with standing water? Yes No If yes, do you intend to drain, fill, or otherwise alter this area for any reason? Explain _____

Is this property served by Municipal Water? Yes No Municipal Sewer? Yes No If No, please answer the following: Well data: Depth _____ ft. Depth of casing _____ ft Size of casing _____ in

Septic Data: Type _____ Year installed _____ Permit# (if available) _____ **NOTE:**

A certificate of septic compliance MUST accompany this Application if applicable. It may be necessary to upgrade or even replace the entire septic system based on the findings of the septic compliance inspection.

ALL APPLICANTS SIGN BELOW

AGREEMENT: I hereby certify that I am the owner or authorized agent of the owner of the above-described property and that all uses will conform to the provisions of the Bemidji Township Land Ordinance Regulations. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of the application or any attachments thereto will serve to make this application and any resultant permit invalid. I also authorize Bemidji Township to inspect the property during review of this application and subsequent construction during reasonable times of the day.

Applicant

Applicant

Date

RETURN TIDS APPLICATION & FEES TO:

Bemidji Township
148 Carr Lake Road SE
Bemidji, MN 56601
218-333-3617

CONDITIONAL/SPECIAL USE PERMIT APPLICATION

CHEKCLIST

1. **Complete the application including:**
 - a. Proof of ownership/standing
 - b. Complete legal description from title/deed
 - c. Application fee

 2. **Complete the site plan including:**
 - a. Lot & site improvements drawn to scale (site data tabulated)
 - b. Adjacent streets labeled and drawn on site plan
 - c. Existing structure(s) & proposed building improvements drawn to scale with all exterior dimensions
 - d. All easements identified
 - e. Impervious surface calculations in sq. ft.
 - f. Setbacks identified and shown
 - g. Building height stated or shown on building plan elevations
 - b. Driveway/access shown
 1. Parking, circulation, & other hard surface improvements
 - j. Green space & landscaped areas calculated in sq. ft.
 - k. Dumpster enclosure area shown (if applicable)
 - l. Completed Tree Preservation Plan (if applicable)
 - m. Existing & proposed septic systems & wells (setbacks shown)
 - n. Signage plan (drawings to scale & all existing & new signs shown)

 3. **Certificate of survey by Registered Land Surveyor (if required)**

 4. **All required engineering information (if required)**

 5. **Other documentation identified by staff at time of application.**
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