

# Frequently Asked Questions Land Use Permits



Land use requirements in Crow Wing County are governed by the specific provisions of the Crow Wing County Land Use Ordinance, which is available on our website @ [www.crowwing.gov](http://www.crowwing.gov)

Refer to the Land Use Ordinance and related fact-sheets for further information on requirements and regulations. Please contact our office with any questions or comments.

## **WHAT REQUIRES A LAND USE PERMIT?**

- The Crow Wing County Land Use Ordinance requires a permit for the construction and placement of structures on property as well as additions and structural alterations to existing structures. In addition to dwellings, structures requiring permits include but are not limited to decks, garages, mobile homes, and campers/RVs. Some smaller storage sheds are exempt from needing a permit, contact Land Services for more information.
- Alteration to the topography or vegetation by the shoreline of a lake or river may require a Shoreland Alteration Permit. This includes but is not limited to dirt moving, beaches, retaining walls, stairways, and patios and riprap

## **I LIVE IN A CITY AND NEED A BUILDING PERMIT. DOES THE COUNTY ISSUE PERMITS FOR CITIES?**

- Crow Wing County does not issue building permits for incorporated municipalities of the County. Contact your city directly for building permit requirements.

## **DO I NEED A PERMIT TO RE-SHINGLE OR RE-SIDE MY HOUSE?**

- A permit is not needed for maintenance activities such as re-shingling, re-siding, window replacement, door replacement, and paint. However, if the structure of the roof is being replaced, then a permit is required.

## **WHERE DO I GET A PERMIT APPLICATIONS & INFORMATION?**

- Land Use Permits can be obtained online at [crowwing.gov](http://crowwing.gov)—online services—land related permits.
- Land Use Permits can also be obtained at the Land Services Office located in the Land Services Building @ 322 Laurel Street in Brainerd. We are in the white building behind the historic courthouse.

## **WHAT INFORMATION IS REQUIRED IN ORDER TO APPLY?**

- Land Use permit applications can only be applied for by the landowner or an authorized agent who is a licensed contractor.
- The legal description and parcel number
- Current and proposed land use with a description of the type and scope of construction, use, development or alteration proposed.
- A sketch plan showing the location of public waters, wetlands, existing and proposed structures, septic system, well, road right of way, property lines, and driveways. A survey is required for all properties that are located on a lake or river.
- Additional information may be required by the department such as but not limited to; certificate of survey, septic compliance inspection, Flood plain management (FEMA) plan, Stormwater management plan, erosion control and revegetation plan, a grading plan and final structure elevations.



*This document is intended to assist our customers in answering frequent questions about land use requirements in Crow Wing County. Please note that this guide is only a summary and not intended as a legal authority on specific land use requirements.*

**Questions? Contact Land Services (218) 824-1010 or [landservices@crowwing.gov](mailto:landservices@crowwing.gov) or [crowwing.gov](http://crowwing.gov)**

# Frequently Asked Questions

## HOW LONG DOES IT TAKE FOR A PERMIT TO BE ISSUED?

- Crow Wing County performs on-site reviews prior to issuing Land Use Permits. An Environmental Services Specialist will visit the property to verify the structure meets all setbacks and any other requirements of the Land Use Ordinance. An Environmental Services Specialist will also be available to meet on-site with a landowner or contractor to discuss specific land use questions. Issuing a Land Use Permit can take up to 10 business days once a complete application has been submitted.

## DO I HAVE TO COME BACK AND PICK UP MY APPROVED PERMIT?

- Permits will be e-mailed to the applicant once approved. Approved permits are available online but can be picked up at the office or placed in the mail upon request.

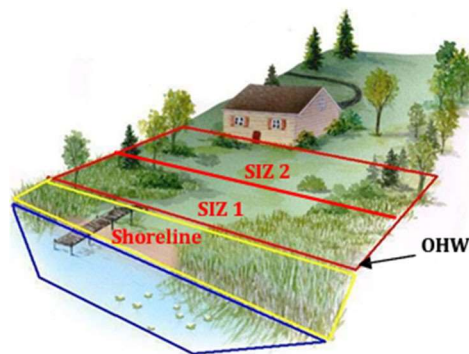


## WHAT SETBACKS ARE REQUIRED FOR A STRUCTURE?

\*All Lake setbacks are measured from the Ordinary High-Water Level (OHW)

General Development Lake	75 feet
Recreational Development Lake	100 feet
Natural Environment Lake	150 feet
Right of Way	35 feet
Easement	10 feet
Septic tank	10 feet from a dwelling
Septic drainfield	20 feet from a dwelling
Property lines	10 feet
Wetland	15 feet
Bluffs	30 feet from toe and top
Cemetery or archaeological site	50 feet
DNR approved Harbor	1/2 of the building setback

If setbacks cannot be met, please contact our office



## DO I NEED A PERMIT FOR A FENCE AND HOW CLOSE TO THE PROPERTY LINE CAN IT BE BUILT?

- A permit is not required for a fence. A fence can be erected close to a property line but cannot infringe on the neighboring property. The maximum height of a fence located within the OHW setback is 4 ½ feet.

## HAS CROW WING COUNTY ADOPTED THE INTERNATIONAL BUILDING CODE?

- Crow Wing County has not adopted the building code. For more information about the building code, visit [www.doli.state.mn.us](http://www.doli.state.mn.us).

## HOW DO I CONTACT AN ELECTRICAL INSPECTOR?

- Call (651) 284-5026 for general inquiries



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