

# APPLICATION FOR A SHORELAND ZONING PERMIT

POKEGAMA TOWNSHIP PLANNING & ZONING  
18336 TOWN HALL RD  
PINE CITY, MN. 55063  
TOWNHALL: 320-629-3719  
ZONING ADMINISTRATOR:

Permit No. \_\_\_\_\_  
Fee rec'd. \_\_\_\_\_  
Receipt No. \_\_\_\_\_  
Date rec'd. \_\_\_\_\_  
By: \_\_\_\_\_

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**Instructions:** Fill out this application and attach 3 copies of a site plan drawn to standard engineering Scale (e.g. 1"=20') or a sketch showing the dimensions and shape of the lot, location and setbacks of all existing structures, and the exact location and dimensions of the proposed construction showing setbacks from property line.

## **Purpose of Application**

\_\_\_\_\_ Principal Building \_\_\_\_\_ Accessory Building \_\_\_\_\_ Other \_\_\_\_\_

## **Property/ Owner Information:**

PROPERTY OWNERS NAME \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_

ADDRESS OF PROPERTY: \_\_\_\_\_  
Street City State Zip code

TELEPHONE NUMBER: \_\_\_\_\_ CELL: \_\_\_\_\_

PROPERTY OWNERS SIGNATURE: \_\_\_\_\_  
If Corporation, signature of Official

## **Applicant Information:**

APPLICANTS NAME (If different than property owner): \_\_\_\_\_

IF, CORPORATION, CORPORATE OFFICIAL SEAL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
Street City State Zip code

TELEPHONE NUMBER: \_\_\_\_\_ CELL: \_\_\_\_\_

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## **Legal Site Description**

RANGE # \_\_\_\_\_ SECTION # \_\_\_\_\_ PARCEL IDENTIFICATION # \_\_\_\_\_

LEGAL(S ¼ OF W1/2 OF SE1/4) \_\_\_\_\_

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**Requested Information**

Permit to:

a. \_\_\_ Build

(1) \_\_\_ New Construction Type: \_\_\_ Built on sight  
( Principle) \_\_\_ Modular  
\_\_\_ Other

(a) \_\_\_ Single family - attach complete copies of all construct plans.

(b) \_\_\_ Multi- family - attach complete copies of all construction plans.

(2) \_\_\_ New Construction Type of structure: \_\_\_\_\_  
(accessory)

b. \_\_\_ Add to existing Building,

c. \_\_\_ Repair to existing building,

d. \_\_\_ Alter:

e. \_\_\_ Move-in; (Manufactured, used home)

NARRATIVE DISCRIPTION OF THIS REQUEST TO INCLUDE ALL PROPOSED CONSTRUCTION.  
(Use Additional paper if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Existing and Proposed Property Information:**

**Existing Use of Property:** \_\_\_\_\_

**Existing Conditions (a-e)**

a. Lot width along right-of-way \_\_\_\_\_ feet

b. Lot depth from right-of-way \_\_\_\_\_ feet

c. Lot size: \_\_\_\_\_ sq. feet or acres

d. Ordinary High Water Level \_\_\_\_\_

e. Total sq. ft. of impervious area: (attachment A) \_\_\_\_\_ % Impervious area \_\_\_\_\_

**Proposed Use of Property:** \_\_\_\_\_

**Proposed Conditions**

a. Dimensions of new construction:

1. Width \_\_\_\_\_ feet
2. Length \_\_\_\_\_ feet
3. Height of building: \_\_\_\_\_ feet/stories; Maximum height shall not exceed 25 ft. measured from highest roof peak to lowest point at finish.

b. Nearest point of proposed structure to:

1. Front property line measured from right-of-way to nearest point of building is \_\_\_\_\_ feet.
2. Rear property line measured from point of building to High Water Mark or property line is \_\_\_\_\_ feet.
3. Side property line measured from point of building to property line is;
  - (a) Left side \_\_\_\_\_ feet
  - (b) Right side \_\_\_\_\_ feet

4. Proposed sq. ft. of impervious area \_\_\_\_\_ Total % of impervious area \_\_\_\_\_

**Note:** In those cases where existing setbacks for the two adjacent dwellings exceed the OHWL requirement, the setback may be adjusted to average existing structure setbacks.

1. Existing setback, subjected property: \_\_\_\_\_ feet.
2. Existing setback, adjacent property 1: \_\_\_\_\_ feet.
3. Existing setback, adjacent property 2: \_\_\_\_\_ feet.
4. Allowed setback: \_\_\_\_\_ feet.
5. Proposed setback: \_\_\_\_\_ feet.

c. Structures, single family residences.

1. Existing elevation: Lowest Floor \_\_\_\_\_ Main Floor \_\_\_\_\_
2. Proposed elevation: Lowest Floor \_\_\_\_\_ Main Floor \_\_\_\_\_

**Sewer System Information:**

- a. Existing private system (Type) \_\_\_\_\_ Year installed \_\_\_\_\_
- b. Existing Central system \_\_\_\_\_ b-1. \_\_\_\_\_ Proposed Central system
- c. Proposed private system. \_\_\_\_\_ Has Sewer Permit been issued? \_\_\_\_\_ If yes, attach copy of permit

**Grading and Filling Information**

Natural grade shall be preserved in order to protect water quality and preserve views from the public water.

Within the shore impact zones, bluff impact zones and in areas of steep slopes on riparian lots, natural grades shall be maintained except for the following:

- a. To accommodate the placement of stairways, landings, public recreational facilities, roads, trails and water oriented accessory structures.
- b. To remedy slope failure utilizing acceptable methods for slope stabilization and protection. retaining walls may be permitted provided the wall does not exceed 4 feet in height. A greater height may be permitted if it is necessary to remedy the slope failure. A separate alteration permit will be required for this type of proposed work.
- c. To maintain, repair or reconstruct existing retaining walls provided the walls maintain the same height and length. A separate alteration permit is required for this type of work.
- d. In accordance with an approved mitigation plan.

1. Will project require grading, excavating, clearing, filling, or other land-disturbing activity of any kind?  
 Yes No

2. If yes, complete the following:

a. Purpose?

\_\_\_\_\_

\_\_\_\_\_

b. Area to be disturbed: \_\_\_\_\_ acres \_\_\_\_\_ square feet

c. Total area of the property: \_\_\_\_\_

d. For all projects involving filling, grading, or other soil disturbances you must provide a Soil Erosion Control plan describing the measures to be taken to stabilize disturbed areas before, during and after construction. Pine County Soil & water Conservation District may be required to be contacted.

I/We certify that all information and attachments to this application are true and correct to the best of my knowledge. I/We will comply with all Provisions of the Applicable Ordinances of Pokegama Township, Pine County and State Codes.

Date: \_\_\_\_\_  
Signature of Applicant

Make Checks Payable Pokegama Township Treasure

DO NOT WRITE BELOW THIS LINE (OFFICE USE ONLY)

Zoning Fee:

- a. Principle structure \$100
- b. Accessory structure \$100
- c. Erosion and Sediment Control

Submittal Process:

a. Reviewed by Zoning: \_\_\_\_\_ Approved  
 \_\_\_\_\_ Disapproved, Reason : \_\_\_\_\_

b. \_\_\_\_\_  
Signature Zoning Administrator Date

## APPENDIX A

### CALCULATING IMPERVIOUS SURFACE

An impervious surface is a surface that does not absorb water and includes; concrete, asphalt or gravel driveways, parking lots, and sidewalks; structure roofs, and other hard surface material. The above actions are generally created by human action.

#### To calculate the amount of impervious surface

1. First determine the square footage of the structures on your property along with all pavement, including patios, driveways and sidewalks.

**Note:** The square footage of a structure is not based on the actual square footage in the house, but the square footage of the structures "footprint".

2. Add the square footage of each surface to find the overall amount of impervious surface on your property.
3. Next, determine the total amount of square footage of the total property.  
**Do not include any wetlands, steep slopes or shore impact zones.**

**For example:** a half (1/2) acre lot has 21,780 sq. ft. and a one (1) acre lot has 43,560 sq. ft.

4. Finally, divide the amount of total square footage of the lot into the total amount of impervious surface. This will give you the percentage (%) of the lot covered by non-absorbing materials.

#### EXAMPLE:

##### STEP 1

House Footprint (28'x48') = 1,344 sq. ft.  
Patio (16'x16') = 256 sq. ft.  
Driveway (24' L. x 8' W) = 192 sq. ft.

##### STEP 2

Add all impervious sq. ft. = 1,792 sq. ft.

##### STEP 3

Total sq. ft of property = 20,000 sq. ft.

##### STEP 4

Percent of impervious surface = 1,792 divided by 20,000 = .09 %

## APPENDIX B

### Minimum Shoreland Standards for Sewered Lakes (Pokegama/ Cross), General Development. (Riparian lots measured from Ordinary High Water Level, all lot widths at building line)

	LOT WIDTH (Ft.)	LOT AREA (sq. ft)	STRUCTURE SETBACK (Ft.)
<b><u>Riparian Lots</u></b>			
Single	75	15,000	* OHWL= 50' Top/bluff= 30' ROW=20' Side= 5'(3' to eaves) * One (1) water oriented accessory structure is allowed with a setback at least= 10 ft/Boathouse 25 ft/ all others.
Duplex	135	26,000	
Triplex	195	38,000	
Quad	255	49,000	
<b><u>Non-Riparian Lots</u></b>			
Single	75	10,000	
Duplex	135	17,500	
Triplex	190	25,000	
Quad	245	32,500	

### Minimum Shoreland Standards for Unsewered Lakes (Portions of Pokegama/Cross), General Development.

<b><u>Non-Riparian Lots</u></b>			
Single	150	40,000	* Same as above
Duplex	265	80,000	
Triplex	375	120,000	
Quad	490	160,000	

### Minimum Shoreland Standards for Rivers/Streams

There is no minimum lot size requirements for rivers and streams.

#### **Forested**

Single	200	N/A
Duplex	300	
Triplex	400	
Quad	500	

#### **Transition**

Single	250	N/A
Duplex	375	
Triplex	500	
Quad	625	

#### **Tributary Streams (Non-Sewered)**

Single/duplex	150
Triplex	200
Quad	250