

FEB 18 2016

### ZONING PERMIT APPLICATION

FULL NAME Rick Hilbrands TELE # 612-386-6580  
 MAIL ADDRESS 10478 Abbott Dr. N.  
 CITY Brooklyn Park STATE MN ZIP 55443  
 911 ADDRESS OF PROPERTY 48594 198th place  
 CITY McGregor STATE MN ZIP 55760  
 TOWNSHIP Shoreland  
 LEGAL DESCRIPTION lot 138 Parcel 29-1-156800  
 SECTION 21 TOWNSHIP 49 RANGE 23  
 (circle) RESIDENTIAL COMMERCIAL ACCESSORY NEW BUILDING ALTERATION  
 BUILDING CONTRACTOR AND LICENSE NUMBER: \_\_\_\_\_

**OFFICE USE ONLY**  
 DATE 2/29/16 APPROVE / DENY [Signature]  
 PERMIT# 41775  
 PARCEL# 29-1-156800  
 RECEIPT# 928681  
 CHECK # 2180  
 CONFORMING SEPTIC  
 YES  CI:  NO  NEW

DESCRIBE YOUR PROJECT (IF APPLICABLE, INCLUDE DIMENSIONS OF ALL BUILDINGS COVERED BY THIS APPLICATION) \_\_\_\_\_  
Proposing an 8' x 24' addition to existing cabin to be above ground on top of existing deck. Roof will match current roof line.

COMMENTS: \* one-time 50% volume/value expansion

DESIGNER: \_\_\_\_\_  
 DATA FOR SEWER CONSTRUCTION: INSTALLER \_\_\_\_\_ #BEDROOMS/GPD \_\_\_\_\_

The undersigned hereby makes application for permit to construct as herein specified, agreeing to do all such work in strict accordance with the Ordinances of the County of Aitkin, Minnesota; Minnesota Individual Sewage Disposal Code Minimum Standards set forth by Minnesota Department of Health; and Shoreland Management Standards set forth by Minnesota Department of Natural Resources. Applicant agrees that plot plan, sketches and specifications submitted herewith and which are approved by the Zoning Official, shall become a part of the permit. **APPLICANT FURTHER AGREES THAT NO PART OF THE SEWAGE SYSTEM SHALL BE COVERED UNTIL IT HAS BEEN INSPECTED AND ACCEPTED.** It shall be the responsibility of the applicant for the permit to notify the Zoning Office (at least 24 hours in advance) that the Septic System is ready for inspection.

X [Signature]  
 SIGNATURE APPLICANT/AGENT

-----DO NOT WRITE BELOW THIS LINE-----

**ZONING DISTRICT & FLOOD PLAIN**  
 ZONING DISTRICT Shoreland  
 LAKE/STREAM/RIVER NAME Minnewawa  
 LAKE/RIVER ID NUMBER 01-0033  
 LAKE/RIVER/STREAM CLASSIF. GD  
 PARCEL LOCATED IN FLOOD PLAIN? Y \_\_\_ N X  
 10/100-YR. FLOOD ELEVATION 1225.4  
 LOWEST FLOOR ELEVATION 1227.2  
 ELEV. CERTIFICATE REQUIRED Y \_\_\_ N \_\_\_  
 BEFORE CONSTRUCTION Y \_\_\_ N \_\_\_  
 AFTER CONSTRUCTION Y \_\_\_ N \_\_\_

**STRUCTURE SETBACK DISTANCE REQUIREMENTS**  
 (Measure from eaves or overhang)  
 OHW TO LAKE/RIVER/STREAM 75'  
 PROPERTY LINE SETBACK (10-ft. / 20-ft.) \_\_\_\_\_  
 SETBACK TO ROAD R-O-W (30-ft. Twp. / 50-ft. Co., State, Fed.) 8'  
 SETBACK TO BLUFF (30-ft.) \_\_\_\_\_  
**SEPTIC SYSTEM SETBACK DISTANCES**  
 SETBACK TO STRUCTURES (10-ft. Tank / 20-ft. Drainfield) \_\_\_\_\_  
 OHW TO LAKE/RIVER \_\_\_\_\_  
 PROPERTY LINE SETBACK (10-ft.) \_\_\_\_\_  
 SETBACK TO ROAD R-O-W (10-ft.) \_\_\_\_\_

**\*\*ATTACH COPY OF ELEVATION CERTIFICATES\*\***  
 SOIL BORINGS \_\_\_\_\_ SEPTIC DESIGN \_\_\_\_\_ GARBAGE DISP/HOT TUB  
 SSF \_\_\_\_\_ DEPTH TO RESTRICTING LAYER \_\_\_\_\_ YES \_\_\_ NO \_\_\_  
 (circle) SSTS Type Type 1 Type 2 Type 3 Type 4 Type 5

RECOMMENDATIONS: \_\_\_\_\_  
res addn 1500 sq ft

**EXPIRES IN ONE YEAR • Aitkin County Zoning**  
 Courthouse – 209 2nd St. NW. Room 100 • Aitkin, Minnesota 56431 \$ 200 KS 2/23/16  
 Telephone 218/927-7342 FEE RECEIVED BY DATE  
 WHITE – COUNTY YELLOW – APPLICANT PINK - TOWNSHIP

# AITKIN COUNTY ENVIRONMENTAL SERVICES-PLANNING & ZONING

209 Second Street, NW  
Aitkin, Minnesota 56431

PH: (218) 927-7342

FX: (218) 927-4372



February 29, 2016

RE: Permit Application #39444  
Parcel ID #29-1-156800

Rick Hilbrands  
10478 Abbott Drive North  
Brooklyn Park, MN 55443

Dear Mr. Hilbrands:

Our office must deny permit application #41775, because there are issues on the property that must be cleared up to bring the property into compliance.

Enclosed is a copy of a survey of Lot 139 and Lot 138. On the survey, it indicates the original line that separated the lots and a proposed line. The proposed line was never recorded and the original lot line is the legal line.

The drawing submitted with the Interim Use Permit application for Lot 139 indicates only the proposed line and not the actual line. That was incorrect, and at this point, the lots are not separately developable based on the official lot lines.

Also, per Section 2.751 of the Aitkin County Shoreland Management Ordinance, lot width must be taken at the shortest distance between lot lines as measured at the ordinary high water level. In order to meet that requirement so these two lots are separately developable, you must have 75 feet in width at the shoreline. Your current proposed line is 75 feet along the shoreline, which will not provide a 75-foot lot width. Please see the notes on the survey copy for further clarification.

Before we consider a permit for this property, you will need to provide a survey showing two legal parcel dimensions and have it recorded. We also need to be able to document the total impervious surfaces on these lots and winter conditions do not allow for us to view the land.

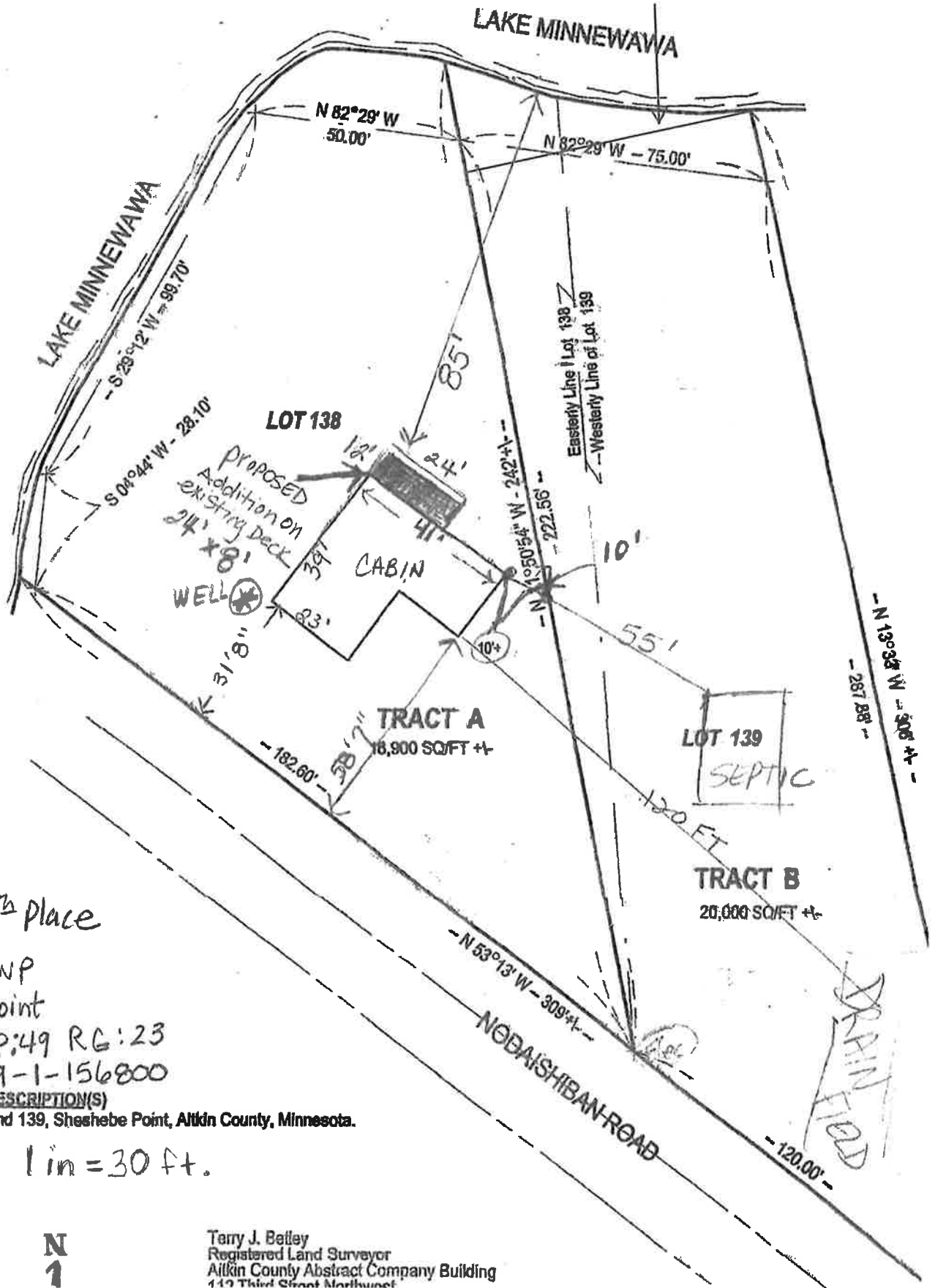
Please call with any questions you have. We will refund the application fee, minus a \$100 inspection charge.

Sincerely,

A handwritten signature in cursive script that reads "Becky Sovde".

Becky Sovde  
Wetland Specialist/Compliance Officer  
Aitkin County

The minimum distance of this line must be 75 feet in order to meet ordinance standards.



48594 198<sup>th</sup> Place

Shamrock TWP  
 SheShebe Point  
 Sec: 21 TWP: 49 RG: 23  
 Parcel #: 29-1-156800

SKETCH OF DESCRIPTION(S)  
 Of Lots 138 and 139, SheShebe Point, Aitkin County, Minnesota.

Scale 1 in = 30 ft.

N  
1

Terry J. Bailey  
 Registered Land Surveyor  
 Aitkin County Abstract Company Building  
 419 Third Street Northwest

INQPCL-1  
Data Set: PRD Production

Parcel Description

2/23/16  
08:45:41

Parcel/Acct : 29-1-156800      26944      Asmt/Tax year: 2014 2015      Type: RE  
Pri. owner : 98453      Unit . . . :      Hold tax stmt:  
HILBRANDS, RICKY L & JANE C      Emergency # :      Lease Type:  
Taxpayer . : 98453      FALCO: 1 F.O.      Escrow . . : 38 - CORELOGIC  
HILBRANDS, RICKY L & JANE C      Surveyed . . :      Notes :  
Ref. parcel : 00229005156800      Com district: 4      UDI . : 100.00%  
Lake #/Name : 1003300 MINNEWAWA LAKE      MH court nbr:      Billing: P  
Physical adr: 48594 198th Pl      TIF district:      KD:  
                         MCGREGOR 55760      User defined:  
Acres . . . : .00      UTA-Twp/City: 29 SHAMROCK TWP  
Lot/Block . :      School . . : 4 MCGREGOR  
Plat/Desc . : 5 SHESHEBE POINT      AMBU      \*\*\*\*      \*\*\*\*      \*\*\*\*  
Sec/Twp/Rge : 21 49.0 23      00      00      00      00  
Description : LOT 138      <--Version: 1

Press Enter to continue or enter new parcel/tax year: 29-1-156800      2015  
F1=Help      F2=Trans History      F3=Exit  
F6=Parcel History      F7=Name/Addresses      F8=Legal      F24=More keys

INQPCL-2  
Data set: PRD Production

Parcel Description

2/23/16  
08:45:45

Parcel/Acct : 29-1-156800      26944      Asmt/Tax year: 2014 2015

Primary Owner: 98453  
HILBRANDS, RICKY L & JANE C  
10478 ABBOTT DR N  
BROOKLYN PARK MN 55443

Taxpayer: 98453 FALCO: 1 F.O.  
HILBRANDS, RICKY L & JANE C  
10478 ABBOTT DR N  
BROOKLYN PARK MN 55443

Escrow Agent: 38  
CORELOGIC  
ATTN: ESCROW REPORTING DFW 4-3  
1 CORELOGIC DR  
WESTLAKE TX 76262

F1=Help

F3=Exit

F9=Print

More...  
F12=Cancel

## Supplemental Data for Land Use Permits

**A. PRE-EVALUATION INSPECTION REQUEST:** Defining and staking the property lines, road right-of-ways, septic sites, and wells are the responsibility of the property owner. In some cases, a registered survey may be required to verify setbacks before granting a permit.

**B. Directions to your Property From Aitkin:**

From a major intersection: From MN 65, travel East 4 mi. on Cty 6. Left (N) on 188<sup>th</sup> Ave, travel 2 mi. then take R on 486<sup>th</sup> St., 0.5 mi to 198<sup>th</sup> place, R on 198<sup>th</sup> to cabin (last cabin on R)

**C. PLANNING CHECKLIST (required for all permits):**

- |  | YES                                 | NO                                  | ???                      |
|--|-------------------------------------|-------------------------------------|--------------------------|
| 1. Are you aware of setback requirements and will your project meet them? (Note: Setback distances are taken from .....(85')..... any projection of the building (i.e. overhangs, eaves, decks, etc.)  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| 2. Have you taken into consideration locations for future buildings, septic systems, decks, driveways, etc?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| 3. Will this structure be used for commercial purposes   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Is your property in a floodplain? (If yes, complete Section D) .....<br><i>If it is, the lowest floor (which includes basement or crawl space, regardless of a dirt floor) must be one foot (1') above the 100-year flood elevation or 3 feet above the highest known water level. A benchmark established by a registered surveyor or licensed engineer may be required before granting a land use permit.</i> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Are there any lowlands or wetlands on or near the site project?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Will your project meet the impervious surface requirements? .....<br><i>Note: In the Shoreland District, structures cannot exceed 15% of lot area and total impervious surfaces cannot exceed 25% of lot area. Lot area must not include wetland or bluff areas or land below the ordinary high water level. Non-shoreland areas have a maximum of 35% total impervious surface.</i>                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |

**ALL PROPOSED DEVELOPMENT REQUESTS MUST BE CLEARLY STAKED AT ALL FOUR CORNERS. PROPERTY LINES MUST BE FLAGGED NEAR THE PROPOSED CONSTRUCTION. IF STAKES ARE NOT PRESENT OR VISIBLE IT MAY RESULT IN ADDITIONAL FEES AND/OR A DELAY IN THE PERMIT PROCESS.** The undersigned hereby makes application for a pre-evaluation permit inspection, agreeing that all setback information and delineation of property lines, well location, road setbacks, and development corners have been properly identified and marked.

Telephone Number between the hours of 8:00 A.M. and 4:00 P.M. 612-386-6580 or 612-695-5623

LANDOWNER SIGNATURE: X Richy F. Hubbard

Shoreland Zoning includes any property within 1,000 feet of a lake, 300 feet of any other river, stream or flowage or the landward extent its floodplain, or within 500 feet of the Mississippi River.

**NON SHORELAND PROPERTIES STOP HERE  
SHORELAND PROPERTIES COMPLETE PAGE 2**

## SHORELAND PROPERTIES CONTINUED

- |   | YES                                 | NO                                  | ???                      |
|---|-------------------------------------|-------------------------------------|--------------------------|
| 7. Will your project be less than the maximum structure height allowed in shoreland (35 feet, as measured from the lowest adjoining ground level to the highest point of the roof)?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| 8. Is there a steep slope or bluff on or near the site? .....   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Are you constructing a walkout basement in the shoreland district of a lake, river, or stream (If yes, please provide plan) .....  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Will there be any activity (vegetation removal or earth moving) in the Shore Impact Zone, Bluff Impact Zone or on a steep slope of a lake or river? (If yes, please provide plan) .....   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11. If you are building an accessory structure, please provide sidewall height and if there will be a loft or second story. (No living quarters, sleeping areas, baths, showers or toilet facilities are allowed in accessory structures.) <u>N/A</u> |                                     |                                     |                          |

**D. NATURAL LANDSCAPE PROTECTION PLAN:**

To ensure that earth moving and vegetation removal is within ordinance guidelines, and to ensure activity on your property does not negatively impact the lake or other properties, you may be required to provide additional drawings of your site plan.

12. Setback from the Ordinary High Water Level (OHW) for proposed construction? 85'
13. How many cubic yards of fill or excavation will be done on the property? 0
14. How close to the property line will any fill be placed or any excavation be done? NA
15. If you are constructing a walkout basement, please identify on the drawing where the excavated material will be placed. N/A
16. What percent slope of the land currently exists on the construction site? 3%  
(If the percent slope is greater than 18%, supply copy of Site review from SWCD)
17. How will erosion be controlled during construction? (Attach additional info and drawings as necessary)  
No excavation will be needed as we are building on top of existing deck.
18. What will be done after construction to control erosion? existing vegetation & soil will not be disturbed

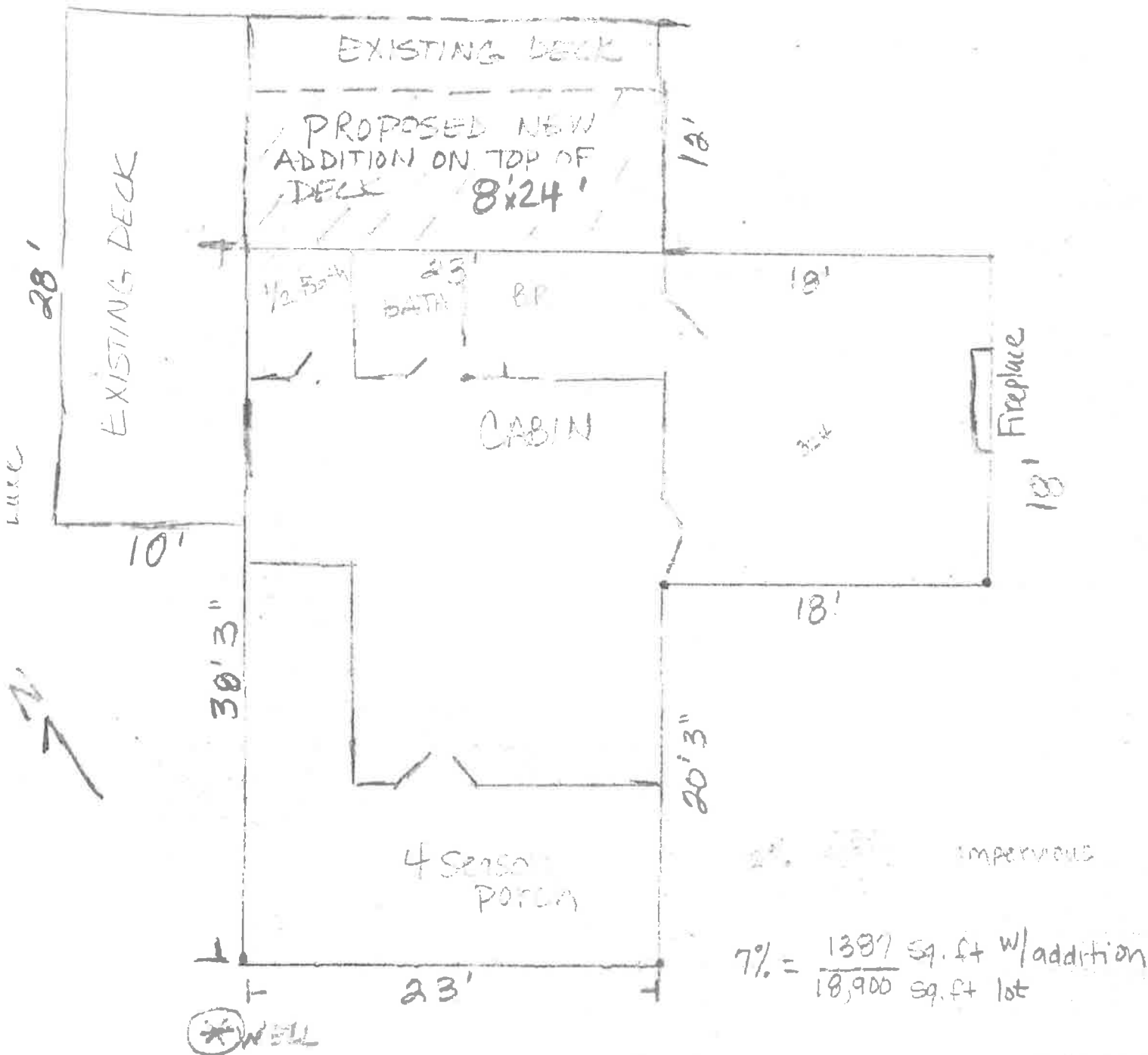
I have read the above and I understand the Natural Landscape Protection Plan as prepared. I hereby agree to implement this plan as part of the Land Use Permit.

x Richard Hubbard 2-9-16  
Landowner Signature Date

\_\_\_\_\_  
Zoning Official Date

Scale 2 ft / square.

48594 198<sup>th</sup> place  
McGregor, MN 55960  
Lake Minnewawa

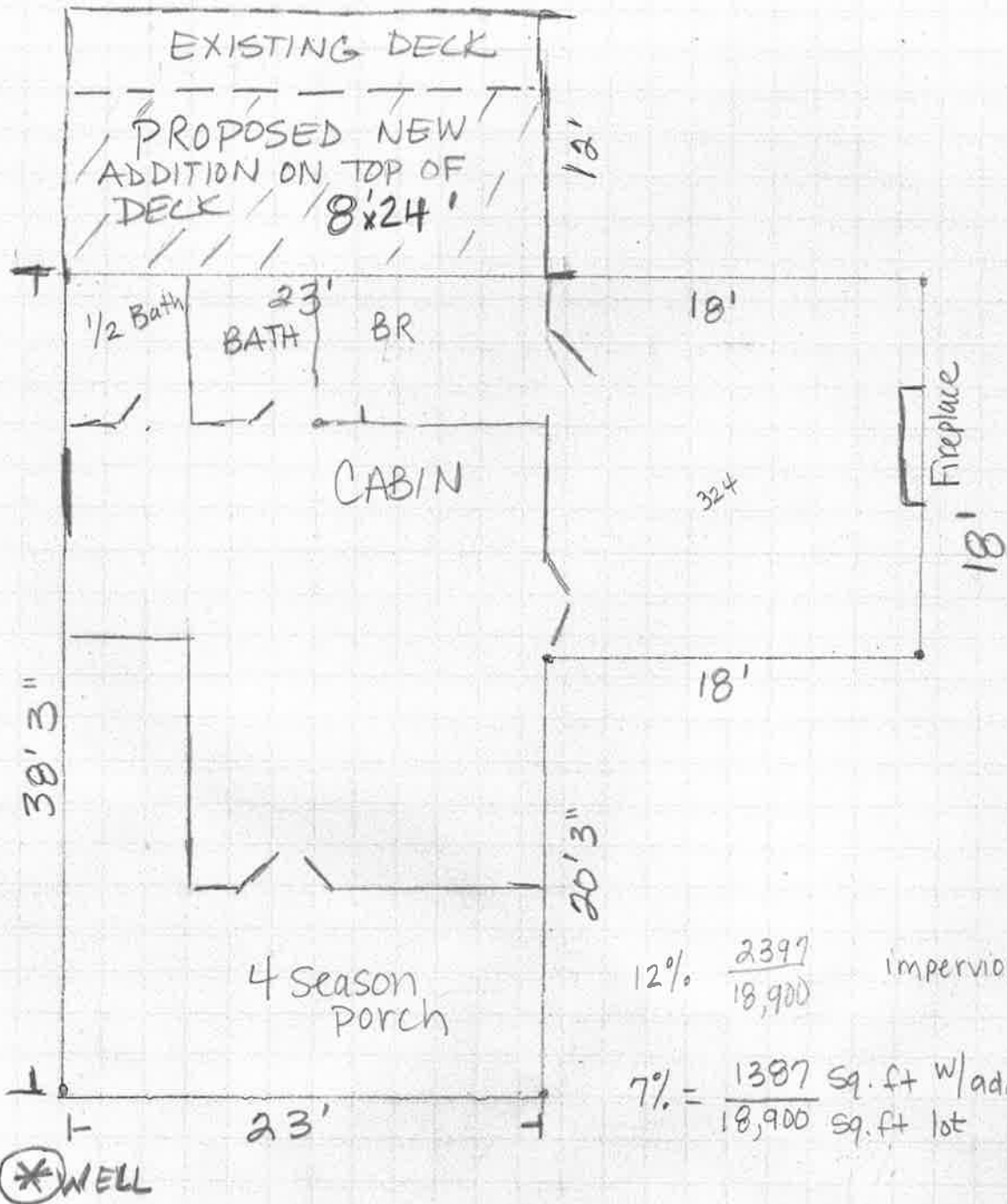


7% =  $\frac{1387 \text{ Sq. ft w/ addition}}{18,900 \text{ Sq. ft lot}}$



Scale 2 ft / square

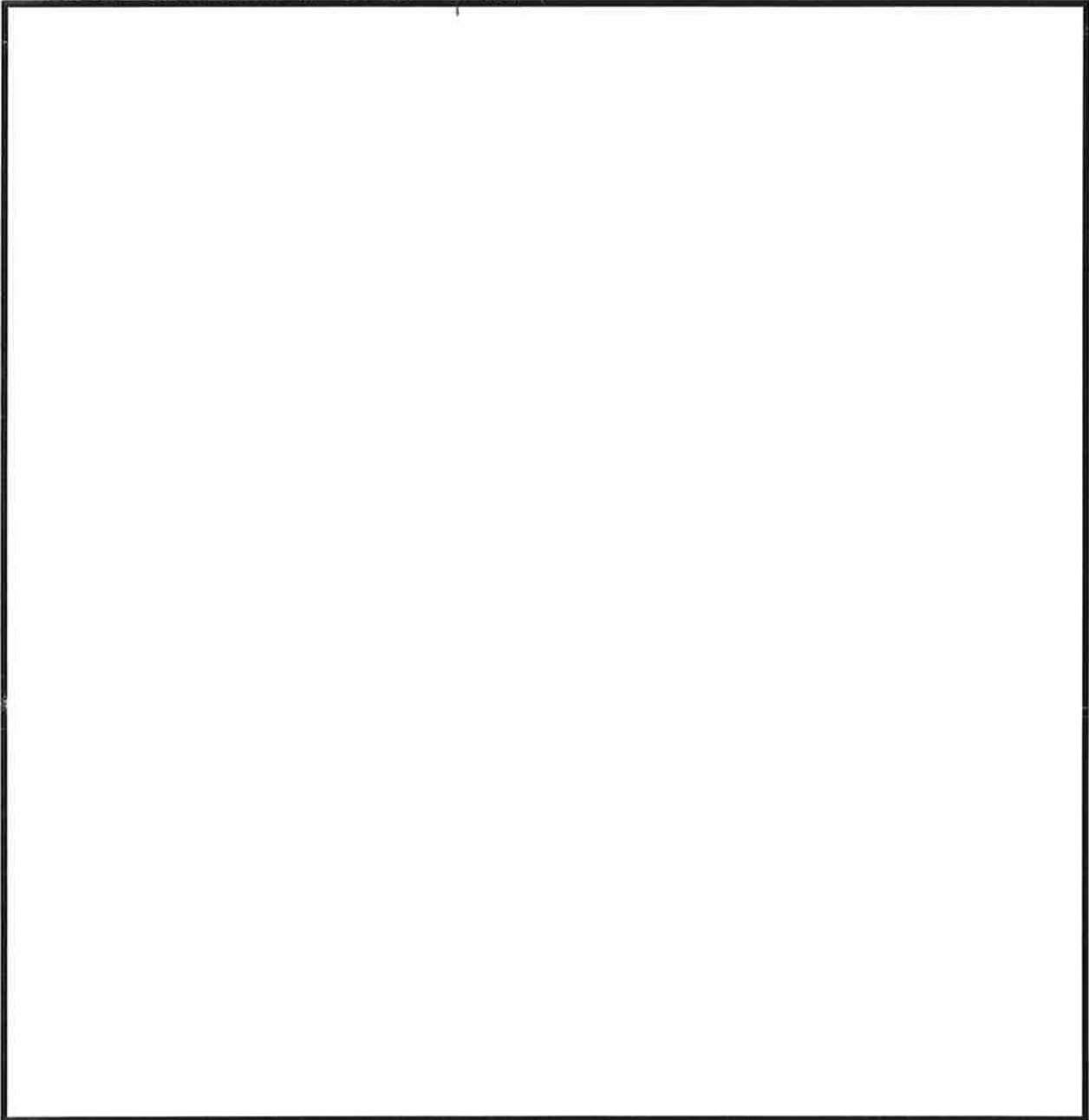
48594 198<sup>th</sup> place  
McGregor, MN 55760  
Lake Minnewawa

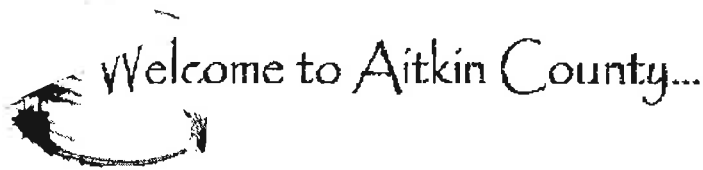


# AITKIN COUNTY BUILDING PERMIT SITE PLAN

Please indicate the location of: Wells, well setback to system components, buildings, septic system components, reserved septic system area, property lines, waterways, and buried lines. Include size, length, and appropriate distances from fixed reference points. Provide a North directional arrow!

see attached site plan





Home Board Meetings Community Public Notices Visitor Info Directory

Search

- Home
- Board Meetings
- Community
- Public Notices
- Visitor Info
- Directory
- Conservation
- Conservation Ctr
- ATV Trails

## Documents Needed to Obtain a Building Permit



You will need Acrobat Reader to view/print items on this page....

**Important Notes!** Permit applications must be complete with the cover application, supplemental data form and a site plan of the property. ~~If construction is for a new residence, a septic design must accompany it.~~ Construction must be staked or an additional fee will be assessed.

### Setback information

### 2015 Permit Fees

\*\* Incomplete and/or incorrect applications will be returned to the applicant. If you have any specific questions regarding these forms, please email us at: [aitkinpz@co.aitkin.mn.us](mailto:aitkinpz@co.aitkin.mn.us) or call us at 218-927-7342.

\*\* If a septic system is going to be included in your application, please include the septic system design. If the design is not included, the application is considered incomplete. Aitkin County requires departmental approval on all new septic system designs before the application will be accepted.

\*\* Aitkin County has certain requirements regarding septic system records. If you are applying for a residence permit, you have to indicate how you will be handling waste and waste water. If you have questions regarding our requirements or what our records indicate, please email our department or call us at the number above. If you have running water into any structure, Minnesota Pollution Control Agency codes requires a septic system be installed to treat the waste water and sewage.

\*\* Aitkin County has a lot of wetlands and lakes. There are rules and restrictions in place to protect all of our valuable natural resources. Please call our office if you have any excavation, fill, etc. planned in or near these areas. It is always better to check before doing any work in these areas. Excessive fill is not allowed in these very protected areas.

\*\* There could be other issues that may need to be addressed prior to permit approval. Our office prides itself on being punctual and assisting you in everyway to be able to complete your project. Please make sure you provide a daytime phone number because some of our questions can be answered quickly so that your application will not be delayed.

\*\* Please have your projects staked prior to application. Our office is allowed 60 days to inspect the site and get your permit issued. Our goal is to get all permits out to applicants within 2 weeks of application. Please plan on a 2 week processing time especially during our busy months.

You will need to print these pages and fill them out.

- ✓ Zoning Permit Application
- ✓ Supplemental Data Sheet for all Land Use Permits (2 pgs)
- ✓ Building Site Plan

After you fill them out, please mail them to:

**Aitkin County Environmental Services**  
209 Second Street NW Room 100  
Aitkin, MN 56431

**\*\* When mailing in your application, please include: Zoning Permit Application, Supplemental Data for Land Use Permits sheet (2 pages), Site Plan, septic-system design (if included) and the check for the fee.**



FAQ on Building in Aitkin County

Home

existing septic  
no excavation planned

N/A



staked by 2/15

DEPARTMENT OF HOMELAND SECURITY - FEDERAL EMERGENCY MANAGEMENT AGENCY  
**ELEVATION FORM**

O.M.B. NO. 1668-0015  
 Expires February 28, 2014

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this data collection is estimated to average 1.25 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing and submitting the form. This collection is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VA 20598-3005, Paperwork Reduction Project (1660-0015). **NOTE: Do not send your completed form to this address.**

This form must be completed for requests and must be completed and signed by a registered professional engineer or licensed land surveyor. A DHS - FEMA National Flood Insurance Program (NFIP) Elevation Certificate may be submitted in lieu of this form for single structure requests.

For requests to remove a structure on natural grade OR on engineered fill from the Special Flood Hazard Area (SFHA), submit the lowest adjacent grade (the lowest ground touching the structure), including an attached deck or garage. For requests to remove an entire parcel of land from the SFHA, provide the lowest lot elevation; or, if the request involves an area described by metes and bounds, provide the lowest elevation within the metes and bounds description. All measurements are to be rounded to nearest tenth of a foot. In order to process your request, all information on this form must be completed in its entirety. Incomplete submissions will result in processing delays.

- NFIP Community Number: 270628 Property Name or Address: 48594 198<sup>th</sup> R - McGregor MN 55760  
29-1-16L800
- Are the elevations listed below based on  existing or  proposed conditions? (Check one)
- For the existing or proposed structures listed below, what are the types of construction? (check all that apply)  
 crawl space  slab on grade  basement/enclosure  other (explain)
- Has DHS - FEMA identified this area as subject to land subsidence or uplift? (see instructions)  Yes  No  
 If yes, what is the date of the current re-leveling? / (month/year)
- What is the elevation datum?  NGVD 29  NAVD 88  Other (explain) If any of the elevations listed below were computed using a datum different than the datum used for the effective Flood Insurance Rate Map (FIRM) (e.g., NGVD 29 or NAVD 88), what was the conversion factor?

**Local Elevation +/- ft. = FIRM Datum**

- Please provide the Latitude and Longitude of the most upstream edge of the structure (in decimal degrees to the nearest fifth decimal place):  
 Indicate Datum:  WGS84  NAD83  NAD27 Lat. 46.716486 Long. 93.265148  
 Please provide the Latitude and Longitude of the most upstream edge of the property (in decimal degrees to the nearest fifth decimal place):  
 Indicate Datum:  WGS84  NAD83  NAD27 Lat. Long.

Address	Lot Number	Block Number	Lowest Lot Elevation*	Lowest Adjacent Grade To Structure	Base Flood Elevation	BFE Source
48594 198 <sup>th</sup> R	138			1227.2	1225.4	1996 FIS

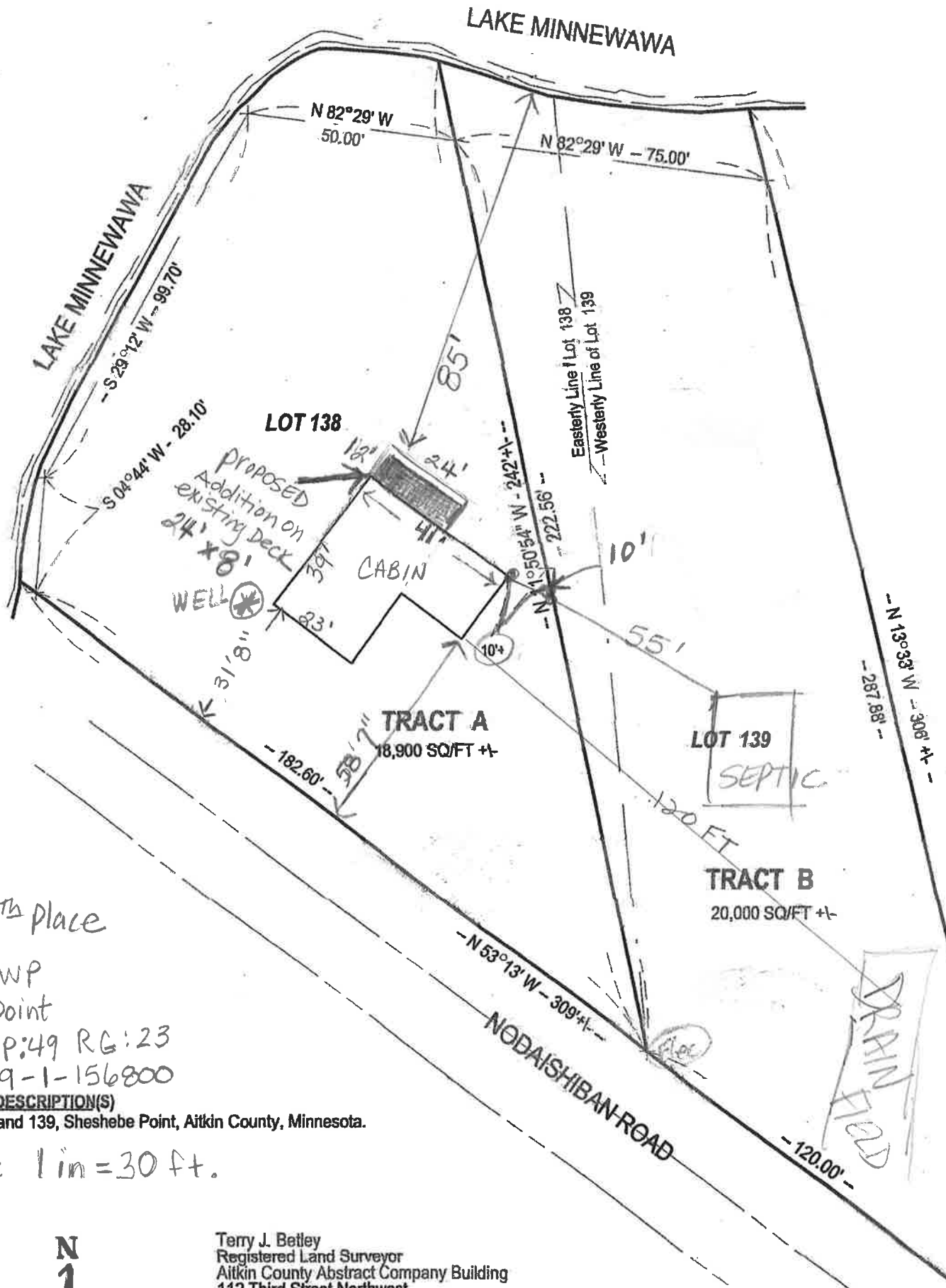
This certification is to be signed and sealed by a licensed land surveyor, registered professional engineer, or architect authorized by law to certify elevation information. All documents submitted in support of this request are correct to the best of my knowledge. I understand that any false statement may be punishable by fine or imprisonment under Title 18 of the United States Code, Section 1001.

Certifier's Name: Terry J Betley, LS	License No.: 15811	Expiration Date: 6/30/16
Company Name: Aitkin County Abstract Co.	Telephone No.: 218-927-6359	
Email: tbetley@comcast.net	Fax No.: 218-927-6211	
Signature: <i>Terry J Betley</i>	Date: 2-3-2016	

Terry J Betley, RLS  
 Minnesota Reg. No. 15811  
 112 3rd Street Northwest, Aitkin MN  
 56431

Seal (optional)

\*For requests involving a portion of property, include the lowest ground elevation within the metes and bounds description. Please note: If the Lowest Adjacent Grade to Structure is the only elevation provided, a determination will be issued for the structure only.



48594 198<sup>th</sup> Place

Shamrock TWP  
 Sheshebe Point  
 Sec: 21 TWP: 49 RG: 23  
 parcel #: 29-1-156800

**SKETCH OF DESCRIPTION(S)**  
 Of Lots 138 and 139, Sheshebe Point, Aitkin County, Minnesota.

Scale 1 in = 30 ft.



Terry J. Betley  
 Registered Land Surveyor  
 Aitkin County Abstract Company Building  
 112 Third Street Northwest

# AITKIN COUNTY ZONING

PERMIT NUMBER **41775**

PARCEL NUMBER \_\_\_\_\_

Location \_\_\_\_\_  
                            Lot                            Block                            Gov't. Lot                            Section                            Twp.                            Rge.

Issued \_\_\_\_\_ To 2/29/16 DENIED

Nature of Authorization \_\_\_\_\_

New Construction \_\_\_\_\_ Alteration \_\_\_\_\_

Sewer Installation \_\_\_\_\_

Flood Plain and Lowest Floor Elev. \_\_\_\_\_

**NOTE:**

This permit must be posted in a conspicuous place on premises on which work is to be done and remain until work has been completed and inspected.

**This permit expires one year from date of issuance  
NOT TRANSFERABLE**

\_\_\_\_\_  
ZONING ADMINISTRATOR

**No Portion of any Sewage Disposal System shall be Covered Prior to Inspection.**