



Aitkin County Environmental Services – Planning & Zoning

307 2<sup>nd</sup> Street NW, Room 219

Aitkin, MN 56431

(P) (218) 927-7342

(F) (218) 927-4375

(E) [aitkinpz@co.aitkin.mn.us](mailto:aitkinpz@co.aitkin.mn.us)

June 24, 2024

Shawn Skelton  
465 Johnson Parkway  
Hammond, WI 54015

Re: Operating Permit #OP 2024-32  
App-2024-001489  
Parcel # 11-1-107800

Dear Permittee:

Enclosed is the Operating Permit for an Other/Performance Septic System that you are requesting Aitkin County to allow to be installed on your property instead of a standard Type I system. Please review this operating permit thoroughly and become acquainted with all of the monitoring, maintenance, and renewal requirements.

Before the permit expiration date, our office will send you a reminder notice on how to renew the operating permit. This reminder notice will ask that you provide the following:

- 1) Maintenance & Monitoring Report by your Service Provider/Inspector
- 2) Table of Monthly Water Usage/Flow Report. (A recording sheet is enclosed for your convenience)
- 3) Renewal Application and Fee

The permittee is responsible for privately hiring a licensed Service Provider/Inspector for the maintenance and monitoring services. Their cost of service is separate from the permit renewal fee. One provision often overlooked by the landowner is the State of Minnesota requires that a water meter, event counter, or other flow-measuring device be installed on the system and the flow readings be recorded on a monthly basis. Refer to the operating permit whether it is the landowner or the service provider who is responsible for monitoring the flow and recording the monthly readings.

If you have any questions about the operating permit or renewal requirements, please contact our office.

Thank you,

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Enclosures: Operating Permit  
Flow Recording Sheet