



## HOW TO OBTAIN A LAND USE PERMIT IN NISSWA

Assuming the lot is conforming and all requirements can be met.

### NEW HOME & SEPTIC SYSTEM

You must submit:

1. A septic system design from a Licensed/Registered D1 or D2 or connection to Central Sewer.
2. A **COMPLETE AND ACCURATE** site plan\* or a Certificate of Survey.
3. Proof of ownership of property (deed, purchase agreement, tax statement, etc.)

You must pay the appropriate land use & septic permit fees and sign the land use permit. For any new connection to Central Sewer the connection/availability charge(ERC) shall be paid in full before issuance of land use permit. Installation of septic system or connection to central sewer is to be inspected by a qualified City of Nisswa official. For installation of wells please contact the State Health Department at (320) 255-4216.

### SEPTIC SYSTEM

You must submit:

1. A septic system design from a Licensed/Registered D1 or D2.
2. A **COMPLETE AND ACCURATE** site plan\* or Certificate of Survey.
3. Proof of ownership of property (deed, purchase agreement, tax statement, etc.)

You must pay the appropriate septic permit fee and sign the land use permit. Installation of septic system is to be inspected by a qualified City of Nisswa official.

### ACCESSORY STRUCTURE (Deck, Garage, Porch, Misc. Addition, etc.)

You must submit:

1. A compliance inspection form completed by a Licensed/Registered D1 if your septic system is older than 5 years or does not have a valid certificate of inspection within the last 3 years. If connected to Central Sewer, sewer bill must be current.
2. A **COMPLETE AND ACCURATE** site plan\* or Certificate of Survey.
3. Proof of ownership of property (deed, title, tax statement, etc.)

You must pay the appropriate building permit fee and sign the land use permit.

### **\* A COMPLETE AND ACCURATE SITE PLAN MUST INCLUDE THE FOLLOWING:**

1. Site plan drawn to scale (give the scale on the plan) which accurately depicts all dimensions, sq. footage, and uses to show compliance with the Ordinance.
2. Property boundaries (lot size and dimensions)
3. Location of all existing and proposed structures
4. Identification of any wetlands or bluffs on your property
5. Setback from structures to road right-of-way, well, Lake(OHW), septic system, wetlands, bluffs, and property lines
6. Impervious Coverage (total sq. footage of your lot divided by total sq. footage of all structures, driveways, sidewalks, decks, etc.) total sq. footage of lot/total sq. footage of hard cover on your lot = impervious coverage.
7. Identification of the road right-of-way or easement

### NON-COMPLYING SEPTIC SYSTEM

If your septic system is not in compliance with Chapter 7080 **NO LAND USE PERMIT** will be issued until such time as it has been upgraded or brought into compliance. Any failing system\*\* shall be upgraded within 10 months. Should failure or non-compliance occur between November 15 and April 15, a "Winter Window Agreement" is available for postponement of compliance until the following June 1<sup>st</sup>.

\*\*If the system presents an imminent health hazard, the system must be upgraded within 30 days.