

Frequently Asked Questions—Building Permits



Land use requirements in the City of Crosslake are governed by the specific provisions of the City of Crosslake Land Use Ordinance, which is available on our website @ www.cityofcrosslake.org

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

1. **What requires a building permit?**

The City of Crosslake Land Use Ordinance requires a permit for the construction and placement of structures on property as well as additions, and structural alterations to already existing structures. In addition to dwellings, typical structures requiring permits include decks, garages, and mobile homes. Some smaller storage sheds are exempt (2 up to a total of 160 sq ft) from needing a permit provided they meet all required setbacks and do not go over the allowed impervious percentage.

Any alteration to the topography or vegetation by the shoreline, bank of a lake, river requires a Shoreland Alteration Permit. This includes beaches, retaining walls, stairways, and patios. Campers and RV's are not allowed to be placed on a property for seasonal use.

2. **I live in the City and need a building permit. Does the County issue permits for the City?**

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

3. **Do I need a permit to re-shingle or re-side my house?**

A permit is not needed for maintenance items such as re-shingle, re-side, window replacement, door replacement or paint. If the roof is being replaced and the pitch is being altered, a permit maybe required.

4. **Where do I get permit applications & information?**

You can print an application from our website and/or stop by the Planning & Zoning office located in the City Hall building @ 13888 Daggett Bay Rd in Crosslake.

5. **What information is required in order to apply?**

All permits require a current compliance inspection or an installation certificate for any Septic System(s) on the property. These inspections are valid for 3 and 5 years respectively and must be performed by a state-licensed septic professional. Contact our office at 218-692-2689 or www.cityofcrosslake.org for a list of local septic professionals.



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

Questions?

Contact us at (218) 692-2689 or crosslakepz@cityofcrosslake.org or www.cityofcrosslake.org

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6. **How long does it take for a permit to be issued?**

The City of Crosslake performs on-site reviews prior to issuing land use permits. The Planning & Zoning Administrator will visit the property to verify the structure meets all setback and any other requirements of the Land Use Ordinance. He will also be available to meet on-site with a landowner or contractor to discuss specific land use questions. Issuing a building permit can take up to 10 business days after a complete application has been submitted.



7. **Do I have to come back and pick up my approved permit?**

The permit is not yet available online, but can be picked up at the office or placed in the mail upon request.

8. **What setbacks are required for a structure?**

General Development Lake	75 feet, measured from Ordinary High Water (OHW)
Recreational Development Lake	100 feet, measured from Ordinary High Water (OHW)
Natural Environment Lake	150 feet, measured from Ordinary
High Water (OHW)	
Right of Way	35 feet
Septic tank	10 feet
Septic drainfield	20 feet
Lot 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.



9. **Do I need a permit for a fence and how close to the property can it be built?**

A permit is required for a fence. A fence can be erected on the property line but cannot infringe on the neighboring property. The maximum height of a fence is not to exceed the district structural height limit and 54-inch max. in Shore Impact Zone 2 (SIZ2). Fences are not allowed in Shore Impact Zone 1 (SIZ1).

10. **Has the City of Crosslake adopted the state building code?**

Crosslake has not adopted the building code. For more information about the building code, visit www.doli.state.mn.us.

11. **How do I contact an electrical inspector?**

Contact the Minnesota State Board of Electricity at: (651) 284-5064 or www.electricity.state.mn.us



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