

# MUNSON TOWNSHIP

## GUIDE FOR BUILDING PERMIT

Step 1 – Locate property pins or have property surveyed

Pins must be located to measure set backs

This is not needed if you are outside the shore land overlay district and you are more than double the required setbacks from the property lines.

If you are in the shore land district or within double the distance to the property lines on any other property you MUST comply with step 1 to obtain a building permit

Step 2 - Contact Lynn Burg For Zoning Compliance 320-597-3335

( This is to measure setbacks and check zoning

( this is separate from a township building permit )

Driveway permit ( if needed )

Step -3 Contact Stearns County Environmental Services for shore land permit and septic permit  
320-656-3613

Step – 4 Get Building permit application from Munson Township ( permit applications are located at Township hall entrance or on line at ( [munsontownship.org](http://munsontownship.org) )

Contact Building Inspector Jerry Haus for building permit 320-685-7333

Items needed for permit

- 1- Two sets of building plans
- 2- Site plan showing setbacks
- 3- Signed copy from zoning administrator showing zoning compliance
- 4- Copy of permits from Stearns County