



**Greater Bemidji Area  
Joint Planning Board**

**Application for Temporary Storage Containers /  
Semi-Trailers Permit**

Please complete this application carefully and completely.  
PLEASE PRINT. Failure to fill in all of the required information may  
result in a delay of processing your application.

A fee of \$ \_\_\_\_\_ made payable to the **City of Bemidji**  
must accompany this application. Additional escrow or  
verification fees may apply for approved projects.

A site verification/escrow of \$ \_\_\_\_\_ made payable to the **City of Bemidji** must accompany this application.

An escrow account is established as indicated above to cover technical and legal expenses incurred by the Joint Planning Board (JPB) as  
part of the plan review. The applicant is responsible for all costs incurred by the JPB during plan review. If the escrow amount drops  
below 10% of the original deposit amount the JPB may require submittal of an additional escrow deposit sufficient to cover any  
anticipated expenses. Upon determination by the JPB that the project is complete or expired, the JPB will return the remaining escrow  
deposit to the applicant.

<b>OFFICE USE ONLY</b>	
Complete App. Rec'd	_____
Payment Rec'd	_____
Field Checked	_____
Zoning District	_____
Date Permitted	_____
Permit Number	_____
Expiration Date	_____

**APPLICANT DATA**

NAME OF APPLICANT:	_____	EMAIL:	_____
MAILING ADDRESS:	_____		
SITE ADDRESS:	_____	PARCEL:	_____
PHONE NUMBER: WORK	_____	HOME	_____
CONTRACTOR NAME:	_____	PHONE:	_____
Does your property contain low areas, wetlands, or areas with standing water? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, do you intend to drain, fill or otherwise alter this area for any reason?			
Explain _____			

**OFFICE USE ONLY**

Property Dimensions: Width _____ ft	Depth _____ ft	Total area _____ sq ft/acres
Is there one acre of contiguous land on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have there been any Variances/Use Permits granted on this property? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/> Attach copies		
Is property within 1000 feet of a public water? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is property in an airport zone? <input type="checkbox"/> Yes <input type="checkbox"/> No
Septic Data: Year Installed: _____ Last Compliance Inspection: _____		
<input type="checkbox"/> Pass Compliance <input type="checkbox"/> Fail Compliance <input type="checkbox"/> Notarized Stipulation <input type="checkbox"/> Other _____		
Municipal Services: Water <input type="checkbox"/> Yes <input type="checkbox"/> No Sewer: <input type="checkbox"/> Yes <input type="checkbox"/> No If no, is hook up possible? <input type="checkbox"/> Yes <input type="checkbox"/> No		

**STRUCTURAL DATA (if applicable)**

Type of Structure/Use:	Cargo Shipping Container _____	Semi-Trailer _____
	Storage Moving POD _____	
	Other (Explain) _____	
Number of Structures / Units:	_____	Interim Use Permit Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
Structure Dimension(s):	Width _____ ft. Length _____ ft. Height _____ ft. Total S.F. _____	QTY _____
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**Submit a complete sketch of your property drawn to scale with this application showing all buildings, proposed and existing, setbacks, wells, septic and accesses.**

**ALL APPLICANTS MUST SIGN BELOW**

I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all uses will conform to the provisions of the Greater Bemidji Area Zoning and Subdivision Regulations. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid. I also authorize Greater Bemidji Area Joint Planning staff to inspect the property during review of this application and subsequent construction during reasonable times of the day.

Applicant: \_\_\_\_\_ Applicant \_\_\_\_\_  
Date: \_\_\_\_\_

<b>OFFICE USE ONLY</b>		
Reviewed by _____	Date _____	Complete Application <input type="checkbox"/> Yes <input type="checkbox"/> No

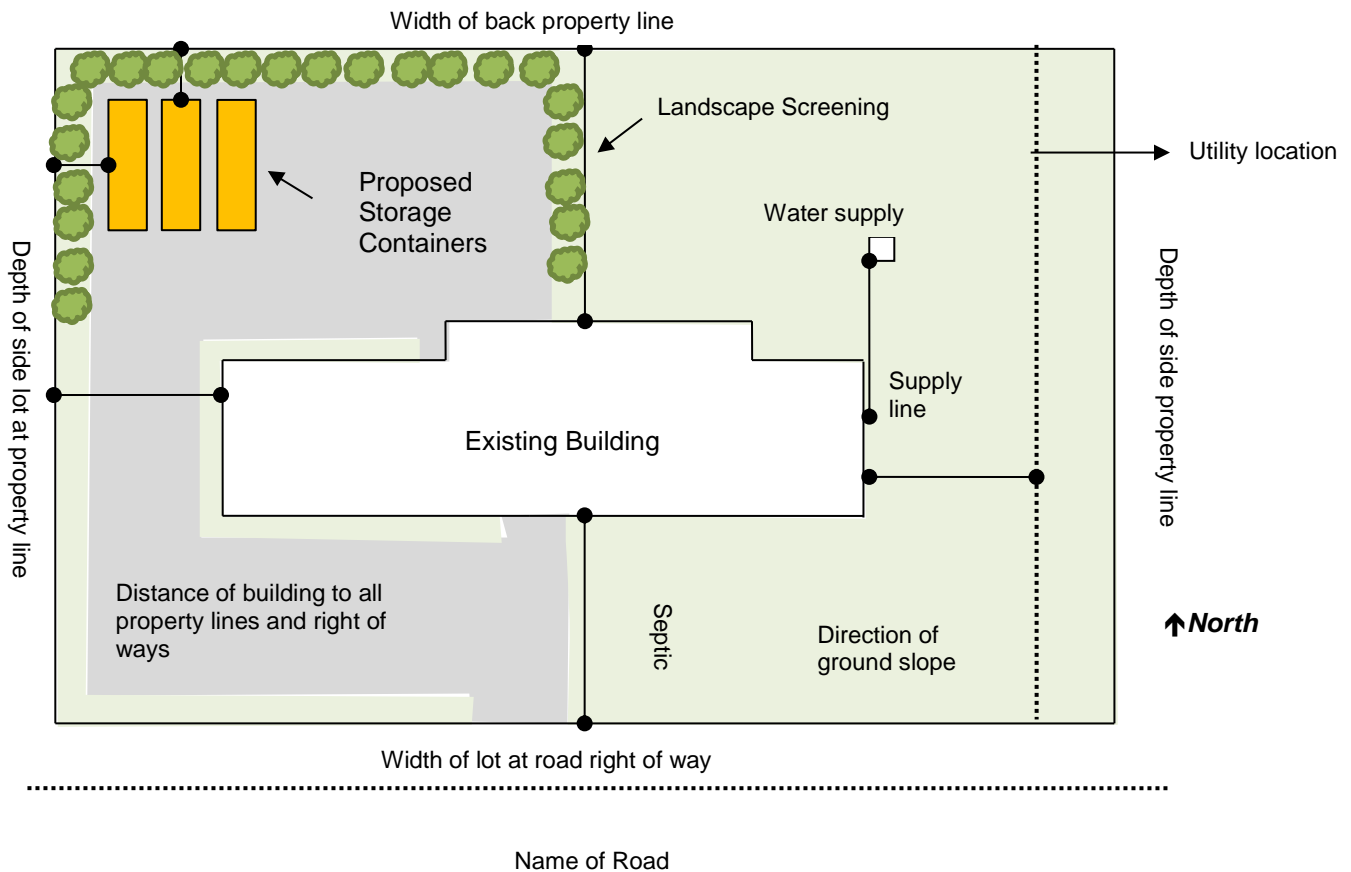
COMPLETED FORMS CAN BE SUBMITTED AT CITY HALL, 317 4<sup>TH</sup> STREET NW, LOWER LEVEL

## Sample Site Plan (See also **Checklist** on next page)

Indicate: Existing buildings with dimensions (solid line).  
 Proposed containers/trailers with dimensions (color/highlighted line).  
 Lot size and property lines.  
 Distance from road right of way and property lines to: Existing buildings, proposed containers/trailers and existing and proposed septic and water supply.

Also indicate: Distance between buildings and containers/trailers.  
 Distance from septic to container/trailer.  
 Distance from septic to well.  
 Direction of ground slope in relation to well and septic.  
 Underground and overhead utilities including water supply line.  
 An arrow indicating north.  
 Location of soil treatment and water supply systems on adjoining lots if within 150 ft. of existing or proposed system.

GIS Tools: The City of Bemidji online mapping system provides property data and measuring tools. Visit <http://arcgis.co.beltrami.mn.us/Bemidji/link/jsfe/index.aspx>





## Greater Bemidji Area Joint Planning Board

City of Bemidji Northern Township

317 4<sup>th</sup> Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

### **TEMPORARY MOVEABLE STORAGE CONTAINER / SEMI-TRAILER PERMIT APPLICATION CHECKLIST**

**1.    \_\_\_ Complete Application**

- a. Temporary Moveable Storage Container / Semi-Trailer Permit Application & fee received for projects located in the City of Bemidji and Northern Township.

**2.    \_\_\_ Complete site plan including:**

- a. Lot drawn to scale with dimensions & size
- b. Adjacent streets labeled and drawn on site plan
- c. All existing buildings(s) and proposed temporary moveable storage containers/semi-trailers drawn to scale with dimensions (foot print of building areas shown on site plan)
- d. Front, side & rear yard setbacks identified
- e. Container or trailer height stated or on elevation plan
- f. All driveways, parking areas and improved surfaces drawn to scale
- g. All green space and landscaped areas identified
- h. All septic systems & wells (existing & proposed)
- i. All recorded easements
- j. Ordinary high water mark (All lots within 1000 ft. of any lake).
- k. All adjacent bodies of water
- l. Screening identified (sigh obscuring fencing or landscaping)