

AITKIN COUNTY ENVIRONMENTAL SERVICES  
209 2<sup>nd</sup> St NW, Room 100  
Aitkin, MN 56431  
TELEPHONE: (218) 927-7266  
FAX: (218) 927-4372



February 1, 2019

Dear Recreational Campground or Mobile Homes Park Owner/Manager:

Permit Updates for 2019:

1. Permits from Planning and Zoning are required for decks, sheds, porches, sunrooms and carports constructed/installed on individual sites. Permits must be obtained before construction/placement of these structures. Placing a roof over a deck, conversion of a deck into a porch and deck expansions also require a permit.
2. Landings sized at 32 square feet or less do not require a permit. Exempted landings cannot be roofed.
3. Sheds with a footprint of 25 square feet or less do not require a permit. Sheds with a footprint over 25 square feet require a permit regardless of whether they are prefabricated or constructed.
4. Permits are required for recreational camping vehicles or mobile homes sized at 400 square feet or larger before being moved onto a site.
5. Permits must be submitted online. Mailed paper applications are no longer accepted. Use this link to start an application: <https://pzpermit.co.aitkin.mn.us/>
6. An Authorized Agent Form will need to be signed by the establishment owner and included with permit applications submitted by renters. This form is printed on the reverse side, feel free to make copies as needed. If the campground owner applies for the permit, this form is not required.

New Structure Setbacks:

1. Lake Setback - distance from the lake is determined by lake classification. Contact Planning and Zoning at 927-7342 if there are any questions.
2. Property Boundary - a minimum setback of 30 feet from the property boundary for all new structures.
3. Recreational camping vehicles and mobile homes shall be separated from each other and from all structures on neighboring sites by at least 10 feet.
4. Ten feet of space must be provided between any structure and a septic tank.
5. Twenty feet of space must be provided between any structure and a septic drainfield.

Sincerely,

Michelle Leitinger, RS653  
Environmental Health Specialist  
Aitkin County Environmental Services  
218-927-7266