



**COMMUNITY SERVICES  
DEPARTMENT**

2400 Margaret Street N., North St. Paul, MN 55109  
Ph: 651-747-2407 Fax: 651-747-2435  
www.northstpaul.net

**UNATTENDED  
COLLECTION BIN  
PERMIT**

**PERMIT NUMBER**

<b>LOCATION:</b>					
<b>LEGAL DESCRIPTION:</b>		<b>Lot:</b>		<b>Block:</b>	
<b>Addition:</b>				<b>PIN:</b>	
Property Owner "Applicant"	Name			Office Phone:	
	Mailing Address			Cell Phone:	
				E-Mail Address	
Bin Owner "Operator"	Company			Company Phone	
	Contact Person			E-mail Address	
	Address			Cell Phone	
	City		State		ZIP
<b>PERMIT FEE</b>		<b>\$ 50.00</b>		Dimensions of proposed unattended collection bin:	
*Includes Technology Fee		Must be included with application		Height: _____ Width: _____ Depth: _____	
<b>YOU MUST INCLUDE THE FOLLOWING WITH THE PERMIT APPLICATION:</b>					
_____ A drawing sufficient to indicate the proposed location of the unattended collection bin on the property indicated above.					
_____ The text of the disclosures that will be made on the unattended collection bin as to a non-profit or a for profit organization.					
_____ The signed Terms and Conditions.					
<i>Note: A site inspection will be performed prior to issuance of the permit.</i>					
<b>Acknowledgement and Signature:</b>					
By submitting this application and providing my signature I expressly give my consent to have the specified unattended collection bin placed on my real property within the City of North St. Paul. _____					
(initial)					
I understand that as the permittee I will be held responsible for adhering to the City Ordinance pertaining to unattended collection bins. _____					
(initial)					
I also understand that issuance of this permit shall not be construed to be a permit for, or an approval of any violation of any of the provisions of any other ordinance or jurisdiction. _____					
(initial)					
<b>Print Name:</b>			<b>Signature:</b>		
<b>For Office Use Only</b>					
Application complete:		Yes	No	<b>APPROVALS</b>	
Signed statement returned:		Yes	No	Zoning Official	DATE
Drawing submitted:		Yes	No		
Text of disclosures submitted:		Yes	No	REMARKS:	SIGNATURE
Signed statement returned:		Yes	No		
Site Inspection By: _____			Code		
Date: _____			Enforcement		
Meets placement requirements:		Yes	No		
Meets maintenance requirements:		Yes	No		
Disclosures visible:		Yes	No		
Contact information visible:		Yes	No		
Pictures taken and on file:		Yes	No		

# Terms and Conditions

**\*\*Return this copy (signed) with permit application**

## Placement Specifications:

The unattended collection bin **may not** be placed:

- 1) within the required front yard setback. (see zoning section relevant to your particular property)
- 2) within twenty (20) feet of the side property line
- 3) on a vacant lot
- 4) in any residential district *except* on educational or religious organizational property
- 5) less than four hundred (400' 0") feet from any other unattended collection bin
- 6) on required parking spaces

## Maintenance Requirements:

It is the responsibility of the permittee to ensure that the unattended collection bin is:

- 1) maintained in good condition and appearance free of structural damage, holes or visible rust and is free of graffiti
- 2) is locked or otherwise secured
- 3) is serviced and emptied as needed, but at least every thirty (30) days
- 4) and that the area surrounding the unattended collection bin is free of any junk, debris or other material

The unattended collection bin must contain the following contact information, visible from the front of each unattended collection bin:

- a) name, address, email and phone number of permittee
- b) name, address, email and phone number of operator

The permit is valid for 1 year. The permittee must apply for the renewal of the permit before the expiration of the permit.

It is unlawful to locate more than one (1) unattended collection bin on each parcel of real property.

The permittee shall be held responsible to the extent provided by law for the cost to abate any violation.

I have read, understand and agree to the above Terms and Conditions of the permit that I am applying for. I also understand that the permit application may be denied, or the permit revoked, if the above Terms and Conditions are not met.

---

(Print) First Name

Middle Initial

Last Name

---

Signature

---

Date

# Terms and Conditions

**\*\*Keep this copy for your records**

## Placement Specifications:

The unattended collection bin **may not** be placed:

- 7) within the required front yard setback. (see zoning section relevant to your particular property)
- 8) within twenty (20) feet of the side property line
- 9) on a vacant lot
- 10) in any residential district *except* on educational or religious organizational property
- 11) less than four hundred (400' 0") feet from any other unattended collection bin
- 12) on required parking spaces

## Maintenance Requirements:

It is the responsibility of the permittee to ensure that the unattended collection bin is:

- 5) maintained in good condition and appearance free of structural damage, holes or visible rust and is free of graffiti
- 6) is locked or otherwise secured
- 7) is serviced and emptied as needed, but at least every thirty (30) days
- 8) and that the area surrounding the unattended collection bin is free of any junk, debris or other material

The unattended collection bin must contain the following contact information, visible from the front of each unattended collection bin:

- c) name, address, email and phone number of permittee
- d) name, address, email and phone number of operator

The permit is valid for 1 year. The permittee must apply for the renewal of the permit before the expiration of the permit.

It is unlawful to locate more than one (1) unattended collection bin on each parcel of real property.

The permittee shall be held responsible to the extent provided by law for the cost to abate any violation.

I have read, understand and agree to the above Terms and Conditions of the permit that I am applying for. I also understand that the permit application may be denied, or the permit revoked, if the above Terms and Conditions are not met.

***APPLICANT COPY***