



2241 221st Ave. NE • East Bethel, MN 55011
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PERMIT APPLICATION FOR RESIDENTIAL ACCESSORY STRUCTURE

Job Address: _____

Owner's Name: _____ Phone: _____

Email: _____

General Contractor (if being used): _____ Phone: _____

E-mail: _____ Contractor's Lic. #: _____

Do you intend on running a home occupation from the structure (circle one): YES NO

Please circle type of work: **Shed** **Garage** **Pole Building** or **Other:** _____

Total Sq. Ft.: * _____ Sidewall Height (14ft max): _____ Bldg Height: _____

*If over 2,000 sq ft, than the building plans need to be approved by a structural engineer.

Zoning: _____ Acres: _____ Shoreland Overlay District: YES NO

Two Architectural features on front facade: _____

Color of the siding (must be similar to the color of the Primary Structure): _____

Valuation of Work*: \$ _____

*Based on cost of material and labor as if you were to hire a contractor.

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING AND A/C, FIREPLACE, AND FIRE SPRINKLERS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

TOTAL AMOUNT DUE (Price based on valuation) \$ _____
Total cost of permit will be available after building review. An estimate can be provided.

Signature of Contractor or Authorized Agent: _____ Date: _____

Signature of Owner (if owner builder): _____ Date: _____

Building Inspector: _____ Date: _____

INFORMATION NECESSARY WHEN APPLYING FOR A RESIDENTIAL ACCESSORY BUILDING PERMIT

1. Permit application completed and signed.
2. Two sets of detailed building plans or blueprints. Pole buildings over 2,000 square feet require engineered signed plans.
3. Two copies of the residential survey or site plan indicating the following: Distances from the property lines, buildings on the same property, driveway location, septic system and well locations, lot size and any wetlands, rivers, lakes or easements. Site plan must be approved by the Building Inspector. If the property lines cannot be determined, a survey will be required.
4. The building location must be staked for the site inspection/footing inspection.
5. Any additional driveways from a city, county, or state road will need a permit. For all driveways on State or County road; you will need to contact the State of Minnesota or Anoka County and receive a driveway permit before applying for a building permit.
6. Structures shall not be located in drainage and utility easements.
7. Detached Accessory structures shall comply with the following:
 - a. Shall incorporate a finished design and color scheme that is coordinated and compatible with the color and design of the principal structure;
 - b. Shall include complete eave and corner trim elements;
 - c. Shall include a minimum of two different architectural features on the front façade; architectural features may include items such as windows, entry doors, or material/color variations; and
 - d. Shall include a minimum combination of 2 architectural and/or landscape features along any sidewall greater than 10 feet in height and any sidewall directly adjacent to and visible from a public right-of-way.
8. The septic system location must be fenced off before a permit will be issued.
9. Copy of the builder's license (unless homeowner is doing the project).
10. If other accessory buildings are on the property, give total square feet of existing accessory buildings.

PERMIT FEE IS BASED ON VALUATION: SHALL BE DETERMINED BY THE BUILDING INSPECTOR DURING PLAN REVIEW.

SEPTIC SYSTEMS: Septic systems may need to be upgraded before a permit is issued. If you have any questions, please contact the Building Department.