



2241 221st Ave. NE • East Bethel, MN 55011
Phone: (763) 367-7844 • Fax: (763) 434-9578

RESIDENTIAL PERMIT APPLICATION FOR AN ADDITION

JOB ADDRESS: _____

Owner's Name: _____ Phone: _____

Email: _____

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

E-mail: _____ Contractors Lic. #: _____

Contractor's lead certification number for pre 1978 structures: _____

Description of addition: _____

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

Total Sq. Ft.: _____

PLEASE CIRCLE AREA(S) OF WORK: Basement Main Floor Upper Floor

Other: _____

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 \$ _____

Total cost of permit will be available after building review. An estimate can be provided.

SIGNATURE OF CONTRACTOR _____ DATE _____

SIGNATURE OF OWNER (IF OWNER BUILDER) _____ DATE _____

BUILDING INSPECTOR _____ DATE _____

INFORMATION NECESSARY WHEN APPLYING FOR A PERMIT FOR AN ADDITION

1. Permit application completed and signed.
2. Two sets of detailed building plans or blueprints. The plans shall include footing size and thickness, detailed wall construction, detailed floor construction, post, header and beam sizes and spans, and detailed roof construction. Plans shall also include sheathing type and thickness for walls, floors and the roof, also include insulation R-value. All plans must be to scale.
3. Two copies of the residential survey or site plan indicating the following: the propose lowest floor elevation and elevation of mottled soil (if required by the building inspector), 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 septic system location must be fenced off before a permit will be issued.
5. Builders license (unless homeowner is doing the project).
6. Proposed color of accessory building, if to be constructed. Accessory buildings must be harmonious with the house. This only applies if the addition is for an accessory building.
7. If other accessory buildings are on the property, give total square feet of existing buildings. This only applies if the addition is for an accessory building.

ADDITIONAL INFORMATION

SMOKE ALARMS: When alterations, repairs or additions to the interior of a house requiring a permit, or when one or more sleeping rooms are added or created in existing dwellings, the dwelling shall be equipped with smoke alarms located as required for new dwellings; the smoke alarms shall be interconnected and hard wired, if the room is already finished, the wires shall go through the attic, crawl space or basement. If the entire room is finished and there is no attic, crawl space, basement or other unfinished room to run wires to the smoke alarms, than battery operated smoke alarms would be permitted.

CARBON MONOXIDE ALARMS: All homes must have an approved and operational carbon monoxide alarm installed within ten (10) feet of each sleeping room.

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

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