



# CITY OF SHOREWOOD

5755 COUNTRY CLUB ROAD • SHOREWOOD • MINNESOTA 55331 • 952.960.7900

## PLANNING AND PROTECTIVE INSPECTIONS

(Please Print or Type)

# BUILDING PERMIT APPLICATION

### SITE

Address: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

P.I.N.: \_\_\_\_\_

### OWNER

Name: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_  
(Street)

(City) (State) (Zip Code)

### CONTRACTOR

Name: \_\_\_\_\_ State Lic. No.: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_  
(Street)

(City) (State) (Zip Code)

Building use:  Residential  Non-residential

Original construction before 1978?  Yes  No  Unknown Lead Certificate # \_\_\_\_\_

**The undersigned hereby agrees in case such permit is granted that all work shall be done and all materials which shall be used shall comply with the plans and specifications herewith submitted and with all applicable Ordinances.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

ELECTRONIC SIGNATURES NOT ACCEPTED

### APPLICATION FOR:

- New Construction  Garage
- Addition  Porch
- Remodel  Deck
- Re-roof  Demolition of: \_\_\_\_\_
- Finish Basement  Other: \_\_\_\_\_

Estimated Value: \_\_\_\_\_

FOR OFFICE USE ONLY

**ZONING**  
 District: \_\_\_\_\_  
 Conforming  Nonconforming

FOR OFFICE USE ONLY		
<b>PERMIT FEES:</b>		
Permit Fee:	(101-32210)	_____
Plan Check Fee	(101-32215)	_____
_____	(101-32210)	_____
State Surcharge	(101-20805)	_____
Metro S.A.C.	(611-20820)	_____
Sewer Permit	(611-37270)	_____
Water Permit	(601-37170)	_____
Water Connection	(601-37150)	_____
Escrow		_____
_____		_____
_____		_____
	<b>Total:</b>	_____
Receipt No: _____		
Date: _____		

PERMIT NO: \_\_\_\_\_

## BUILDING PERMIT APPLICATION REQUIREMENTS

### **APPLICATIONS WILL NOT BE PROCESSED WITHOUT ALL REQUIRED INFORMATION.**

#### NEW CONSTRUCTION:

1. Official Application
2. Two sets of construction drawings, showing:
  - foundation plan
  - floor plans (all floors)
  - elevations (all sides)
  - cross section (preferably through stairway)
  - typical wall section
3. Two copies of a Certificate of Survey, showing:
  - property boundaries
  - easements
  - building setbacks
  - lowest floor elevations
  - driveway location
  - mechanical equipment
  - utilities location
  - street elevations
  - drainage plan
  - wetland delineation and wetland buffer (buffer to be staked)
4. One set of hardcover (impervious surface) tabulation
5. List of subcontractors
6. One set of energy calculations
7. Tree inventory and tree protection plan (see Shorewood Tree Preservation and Replacement Policy)

#### REMODEL OR ADDITIONS:

1. Official Application Form
2. Two sets of construction drawings
3. Two copies of Certificate of Survey, showing:
  - property boundaries
  - easements
  - building setbacks
  - driveway location
  - mechanical equipment
  - utilities location
  - street elevations
  - drainage plan
4. One set of hardcover (impervious surface) tabulation
5. One set of energy calculations

Applicant will be notified when permit is approved with the total fee amount.

Electrical permits and inspections are handled through State Board of Electricity, 612.642.0800. Electrical permit forms can be obtained at city hall or online at [www.electricity.state.mn.us](http://www.electricity.state.mn.us).

Please call 952.960.7900 to schedule an appointment for building, sewer, water or other inspections. The City requests 24 hour notice for inspections.