

NEW HOME/COMMERCIAL CONSTRUCTION BUILDING PERMIT APPLICATION

Permit # _____

CITY OF SARTELL
125 Pine Cone Road N. • P.O. Box 140
Sartell, MN 56377-0140
(320) 253-2171

Today's Date: _____
 Owner of Property: _____
 Address: _____
 Owner Phone: _____
 Site Address: _____
 Plat: _____ Lot _____ Block _____
 Tax Parcel Number: _____
 County: Stearns _____ Benton _____
 Estimated Completion Date: _____
 Estimated Construction Valuation: _____

FEES

Permit Valuation: _____
 Permit Fee _____
 Plan Check Fee: _____
 Land Dist. Fee: _____
 State Surcharge: _____
 Wac Fee: _____
 Sac Fee: _____
 Sac Surcharge: _____
Contractor's Lic: _____
 Park Dedication Fee (MF) _____
 Hvac: _____
 Plumbing: _____
 Water Meter: _____
 F.D. Lock Box: _____
 Penalty: _____
 Total Fee: _____
 Fee Pd. Check # _____

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 Zone: _____
 Occupancy Type: _____
 Construction Type: _____
 Sprinkled Building: _____

Type of Use: Residential _____ Commercial _____ Industrial _____ Other _____
 Type of Work: New _____ Remodel _____ Addition _____
 Foundation Type: Full Basement _____ Slab on Grade _____ Crawl Space _____
 Lot Size: Front: _____ Rear: _____ Side 1 _____ Side 2 _____
 Building Structure Setbacks: Front: _____ Rear: _____ Side 1 _____ Side 2 _____
 Description: Height: _____ Depth: _____ Width: _____ #Stories: _____
 # Bedrooms _____ # Baths: _____ Proposed Finished Levels: _____
 Notes: _____

HVAC Worksheet: (for 1 and 2 family residential) (Commercial requires separate permit)

Furnace and ductwork: _____ **BTU'S:** _____
Gas Boiler: _____ **BTU'S:** _____ **Gas Fireplace:** _____ **BTU'S:** _____
Gas Fireplace: _____ **Additional Appliances:** _____ **BTU'S:** _____
 New Gas Piping: _____ Number of Openings: _____
Air Handler/Ventilation: HRV _____ ERV _____ Exhaust Only: _____ **Air Handler:** _____ **CFM's** _____

Total HVAC Costs (add to top box) _____

Plumbing Worksheet: (for 1 and 2 family residential) (Commercial requires separate permit)

Number of Fixtures: _____ Area Drains _____ Backflow Preventor _____ Bathtubs _____ Clean Water Pumps _____ Dishwasher _____
 Drinking Fountains _____ Floor Drains _____ Garbage Disposals _____ Grease Traps _____ Inflammable Traps _____
 Laundry Tubs _____ Lavatories _____ Refrigerator/Water _____
 Showers _____ Sinks _____ Sewage Ejector _____ Urinal _____ Water Stand Pipe _____
 Water Closet _____ Water Heater _____ Water Conditioner _____ Sump Pump _____
 Below Grade Inspection: _____ \$30.00
 Number of Fixtures _____ x \$8.75 = Total Plumbing Costs (add to top box) _____

Land Disturbance Information:

_____ Storm Water Pollution Prevention Plan (attach copy)
 _____ Best Management Practices proposed on the site (diagram) Land Disturbance Fee: _____

Architect/Engineer/Designer _____ Phone: _____
 Builder _____ License # _____ Phone: _____
 Builder Address: _____
 Fire Suppression: _____ Phone: _____
 Electrician: _____ Phone: _____
 HVAC: _____ State Bond # _____ Phone: _____
 Plumber: _____ State Lic # _____ Bond # _____ Phone: _____
 Water/Sewer Installer: _____ Phone: _____

 Applicant Name (Print) Phone # _____

 Applicant Signature

 Company

 Applicant Address

 Building Inspector

 City Clerk

The undersigned agrees that by signing of this application obligates the Applicant to adhere to any and all ordinances and regulations adopted by the City of Sartell, as well as requests for further protection as deemed necessary by any employee or agent of the City of Sartell, Stearns or Benton County, or State of Minnesota. Failure to comply with the approved site or building plans may result in a Stop Work Order. Compliance with the standards of the Sartell's Environmental Ordinance will not guarantee satisfaction of the requirements of the MPCA. I further grant the right-of-entry onto this property, as described above, to the designated personnel of the City of Sartell for the purpose of inspecting and monitoring for compliance with the provisions of this permit and Sartell Code Chapter 20.

*NOTE: For the construction of new buildings, the applicant is responsible for establishing the final grade as designed and approved through the site plan and/or plat approval to maintain positive drainage away from the building foundation. The Applicant acknowledges that all of the information or statements provided on this application are true and all work will be done in accordance with the Ordinances of the City of Sartell, the Minnesota State Building Code and the Building Inspection Department.