

Permit Number

\_\_\_\_\_



Permit Date

\_\_\_\_\_

**CITY OF WARROAD, MINNESOTA**

1121 Main Ave. NE; P.O. Box 50; Warroad, MN 56763  
Phone: (218) 386-1454 FAX: (218) 386-3375

**BUILDING PERMIT APPLICATION**

Permit Applicant Is:  Owner  Contractor  Other \_\_\_\_\_

Permit Site Address: \_\_\_\_\_

Permit Site Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Permit Site Legal Description (Lot, Block, Subdivision): \_\_\_\_\_

Permit Site Property Tax ID Number: \_\_\_\_\_

Property Type:  Residential  Multi-Family  Commercial  Industrial  Public

Class of Work:  New Construction  Addition  Remodel  Fence/Sign  Windows  
 Unattached Garage  Deck  Re-Roof  Siding

Description of Work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Structure Dimensions: Total Square Feet: \_\_\_\_\_ Number of Stories \_\_\_\_\_ Max Height \_\_\_\_\_

Total Valuation of Project \$ \_\_\_\_\_ *Material + Labor (even if self) = Valuation*

General Contractor: \_\_\_\_\_ License # \_\_\_\_\_ Phone: \_\_\_\_\_

Plumbing Contractor: \_\_\_\_\_ License # \_\_\_\_\_ Phone: \_\_\_\_\_

Electrical Contractor: \_\_\_\_\_ License # \_\_\_\_\_ Phone: \_\_\_\_\_

Mechanical Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Architect/Designer: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby apply for a Building Permit and acknowledge that the information above is complete and accurate; that this is not a permit; that the work will be performed in accordance with the conditions of the permit, the approved plans and specifications, and the Minnesota State Building Code; and, that I will cause the work to remain accessible and exposed for inspection purposes.

Applicant further understands and agrees that once a building permit is issued, the permit becomes void if construction is not begun, is suspended or abandoned within 180 days at any time after work is commenced. Applicant understand and agrees that all provisions of the Laws and Ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction of the performance of construction.

The applicant understands and agrees that the City will review the plans and conduct periodic construction observations. The applicant further understands and agrees that the City's review of the plans and/or construction does not constitute either an explicit or implied certification that all aspects of the plans and/or construction comply with all requirements of all codes. The City will provide continuous on-site observation of construction. The applicant at all times remains responsible for ensuring that the plans and specifications comply will all requirements of all codes and accepts full responsibility for all workmanship and construction.

The permit applicant/holder is in control of the construction project, the permit applicant/holder agrees to indemnify and hold the City harmless from any and all claims, demands, loss, cost, expense, or causes of action, arising out of the City's review, or failure to review the building plans, the City's inspection or observation, or failure to inspect or observe, any aspect of the construction project, and/or failure of the construction project to comply with building codes. This agreement applies to any such claim brought by any subsequent purchaser or owner of the property.

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

**Are you as the homeowner acting as the General Contractor?**  Yes  No (If YES, complete and sign below)

I understand that the State of Minnesota requires that all residential building contractors and residential remodelers obtain a state license unless they meet an exemption from licensure. As the homeowner who is building or improving my own home, I am exempt from state licensure as long as I am not in the business of building or remodeling residential real estate for the purpose of speculation or resale. I guarantee that the property that I am obtaining a permit for, located at \_\_\_\_\_ is the first residential property that I have built or remodeled in the past twelve (12) months. Furthermore, I understand that some of the subcontractors hired by me are required to be licensed or registered with the state. Those most likely to require licensure are plumbers, electricians, roofers and any subcontractor who performs more than one skill. I also acknowledge that as the contractor on this project, I am solely and personally responsible for any violations of the State Building Code and/or jurisdictional Ordinances in connection with the work performed on this property.

Homeowner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Return completed application to the Warroad City Office or  
email them to: CityAdmin@warroadmn.org***

***For Official Use Only***

**Special Conditions or Special Approval:** \_\_\_\_\_

Permit Fee: \_\_\_\_\_ State Surcharge: \_\_\_\_\_ Date Paid: \_\_\_\_\_

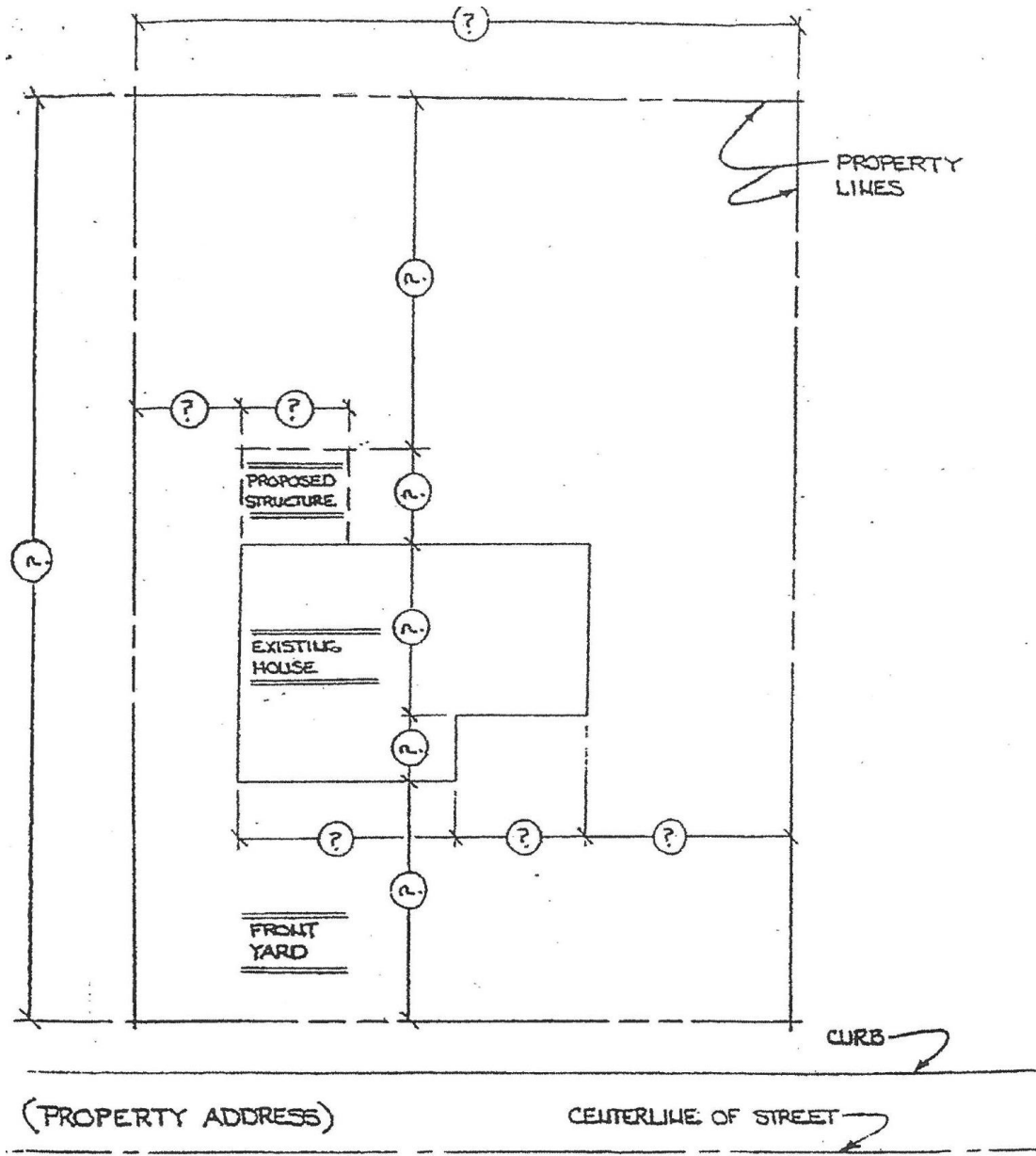
Plan Review/Investigation Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_


**Additional Documents Needed With A New Construction Permit:**

For new construction projects, a complete plan set must be submitted. The plan set shall include a site plan, floor plan, elevations and typical wall cross sections including the size and depth of foundation.

A sample site plan is below. The site plan does not have to be to scale but it must show all dimensions to clearly illustrate the intent of the work being done. The site plan shall show distances to property lines (please note that curbs, sidewalks, and fences are not typically property lines). Property lines are found by locating the property irons (buried in each corner of the lot) typically by using a metal detector. Otherwise you will need to hire a licensed surveyor to accurately find your property lines. The City does not provide that service. The owner is responsible for location and conformance with required property line setback and side yard distances.



SITE PLAN (VERIFY SCALE)

 NORTH (VERIFY DIRECTION)