

Permit #	FORM #1 (email this completed form to greenwoodpermits@minnetonkamn.gov)
Receipt #	



Building Permit Application

If you prefer to complete this form electronically, it is available at greenwoodmn.com.

Person completing this form: ☐ Property Owner ☐ Builder / Architect

Date application submitted	
Date application complete (office use only)	
Property address	
Property identification number (PID)	
Property owner's current mailing address	
Names of all property owners	
Cell phone and email of property owner(s)	
Name of builder / architect (if any)	
Company name of builder / architect	
Cell phone and email of builder / architect	
Company address	
Company license number	
Lead abatement number and expiration date	

Site Type: ☐ Residential ☐ Commercial

Nature of Work: ☐ New Const ☐ Addition ☐ Remodel ☐ Repair ☐ Reroof ☐ Reside ☐ Deck ☐ Demo ☐ Move
☐ Fire Suppression ☐ Other _____

Plans Submitted: ☐ Yes ☐ No

Survey Submitted: ☐ Yes ☐ No

Basement: ☐ Full ☐ Partial ☐ Crawl Space ☐ Slab ☐ Does Not Apply

Garage: ☐ Attached ☐ Detached ☐ Does Not Apply

Remove Old Shingles: ☐ Yes ☐ No ☐ Does Not Apply

Description of Work					
Project Square Feet	Basement:	1st Floor:	2nd Floor:	Garage:	Overall:
Height					
Stories					
Type of Construction					
Re-roof	Square Feet of Material:		Weight of Material:		
Re-side	Square Feet of Material:		Type of Siding:		

ESTIMATED TOTAL VALUE OF JOB (including plumbing, heating, electrical)

\$

SPECIAL NOTES:

THIS APPLICATION BECOMES A "PERMIT" WHEN THE PERMIT NUMBER IS ISSUED (TOP LEFT OF FORM).

ALL PERMITS EXPIRE ONE YEAR FROM DATE OF ISSUE.

SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, HEATING, ELECTRICAL, AND SEWER.

PER BUILDING CODE SECTION R315.3, CARBON MONOXIDE DETECTORS MUST BE PLACED WITHIN 10 FT OF ALL BEDROOMS. THIS APPLIES TO ALL PERMITS.

Permit Processing Fee (32209)	\$
Building Permit Fee (32210)	\$
State Surcharge (31800)	\$
Sewer Access Charge (SAC) Set by the Met Council (6023220) plus \$1000 (6023408)	\$

1ST SECTION TOTAL**\$**

Load Limit Fee: 20% of bldg permit for projects over \$20,000 (34304)	\$
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Plan Review Fees if applicable (32216)	\$
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Hardcover Fee: Per MN Code + \$200 if applicable (32213)	\$
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Shoreland Compliance: \$200 (32219)	\$
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Tree Permit: \$350 if applicable (32220)	\$
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2ND SECTION TOTAL**\$**

The undersigned hereby makes this application for a Building Permit and acknowledges the following: The property owner(s) listed on the previous page are the sole fee title owner(s) of the above described property; the information provided on this application and submitted documents are true, complete and accurate; the planned work, when authorized by permit, will be in conformance with the ordinances and codes of the city of Greenwood and Minnesota state building codes; the planned work will not start before a permit is issued; if the application is approved, the work will be in accordance with the application documents; the undersigned authorize photographs of the property and reasonable entry onto the property by city staff, consultants, agents, planning commission members, and city council members; the undersigned further acknowledge that the below data practices advisory and notice have been read.

Data practices advisory for applications that include building plans: You may be required to submit building plans with your permit application. If you do not submit building plans when they are required, you will not obtain the permit. If you submit building plans with your application, please check the appropriate boxes below.

- ☐ The main building plans are copyrighted. Plans may be viewed, but not photocopied by the public.
- ☐ The main building plans are not copyrighted. Plans will be available to anyone to view or photocopy.
- ☐ Separate plans labeled "security information non-public" have been submitted. Main building plans shall not contain security information. Separate plans that contain security information will be provided only to government officials who have a need to review them.

Notice: After the issuance of the permit the authorized work must begin within 180 days. If work has not begun within 180 days or work is suspended or abandoned for a period of 180 days, the permit will expire and a new permit must be obtained for one half the amount of a new permit fee. The building exterior must be completed within 180 days or the city may proceed with the administrative citation process outlined in chapter 12 of the city code. If the project is not completed within 1 year, the permit will expire unless extended by a city council resolution.

Applicant's Signature

FOR OFFICE USE ONLY

Fee Paid ☐ Cash ☐ Check # ☐ Credit Card ☐