



# BUILDING CODE DEPARTMENT

Building.department@ci.baxter.mn.us

13190 Memorywood Dr, Baxter, MN 56425 218-454-5113

## GARAGES AND ACCESSORY BUILDINGS

This pamphlet is a compilation of some of the standard requirements based on the State Building Code and City Zoning Ordinance for projects of this type. This information packet does not contain all of the specific codes for construction and should only be used as a guide. The permittee is responsible to meet all code requirements applicable to each project.

### I. PRECONSTRUCTION REQUIREMENTS

#### Permits Submittal Items.

- a. A site survey or plot plan showing the following information.
  - Lot size and all adjacent streets
  - Exact locations and dimensions of all existing and proposed buildings, on the site.
  - Owner name and address
- b. Fully completed permit application form
- c. Building plans showing:
  - Elevations
  - Floor plans
  - Footing/foundation plans
  - Wall Section

All plans must be fully dimensioned and drawn at  $\frac{1}{4}$ " scale. All materials for construction must be called out on the plans. Beam and header sizes, floor joist-wall stud-ceiling joist sizes and spacing and all materials for construction must be called out on the plans.

Roof trusses must be pre-engineered by a truss manufacturing company or a registered professional engineer of Minnesota must sign your drawings of the truss design.

### II. GENERAL DESIGN STANDARDS

1. Review Zoning Requirements attached to this packet
2. All accessory structure roofs must be designed to 42lbs per square foot snow load
3. For attached garages all frost footings must be 60" deep - minimum.
4. All wood in direct contact with concrete or masonry must be pressure treated or equal.
5. The maximum height of 2x4 studs is 10 feet. A double top plate is required unless trusses bear directly on studs.
6. All wall-sheathing joints must be on studs, plates or solid 2 by blocking and fastened per code.
7. See span tables for maximum allowable spans for ceiling joists and rafters.
8. The common wall between attached garages and dwelling must be  $\frac{1}{2}$ " sheetrock from the floor to the roof deck or the common wall, all support walls and ceiling. Sheetrock joints must all be tight or must be taped. Doors through this wall must be labeled 20 minute fire doors. There may not be any windows or openings in this wall.
9. Insulated attic space must be provided with roof ventilation and 22" x 30" access opening per code.
10. An approved underlay roofing starter edge is required at all roof edges over insulated attics.
11. When additions/alterations are done on a home, battery operated or hardwired with battery operated backup smoke detectors must be installed throughout the existing dwelling per code. Smoke detectors would be required in each bedroom, hallways serving bedrooms and on each floor level of the dwelling. These must be installed and operational by final inspection.
12. A hard surfaced landing is required outside exit doors.
13. A dwellings heating system may not have duct openings into a garage for heating, cooling, or ventilation.

## II. ELECTRICAL

A rough-In and final electrical inspection is required with all construction projects. Please contact the City of Baxter Electrical Inspector for these inspections. (Call 218-454-5113 between 7:00 a.m. and 4:30 a.m. Monday through Friday 24 hours in advance notice required)

## III. FRAMING

- a. Base Plates on concrete shall be treated wood or durable species such as redwood or cedar.
- b. Rafters shall be nailed to adjacent ceiling joists to form a continuous tie between exterior walls when such joists are parallel to the rafters. Where not parallel, rafters shall be tied to 2x4 minimum crossties. Rafter ties shall be spaced not more than 4' O.C.
- c. See the span chart in IRC for allowable Header Spans for opening in outside bearing walls on one story framed buildings.
- d. Short garage shear walls must be designed - contact the building department for information

## IV. REQUIRED INSPECTIONS

**Footing** - When footing is excavated and formed or slab is formed and sand cushion and reinforcements are in place.

**Foundation** - If attached to the home.

**Framing** - When all framing is complete, all mechanical and electrical is installed and inspected, but before insulation is installed.

**Insulation** - After insulation is placed (if installing), prior to sheet rocking

**Final** - When all work is complete and before occupancy.

WHEN WORK IS READY, AN INSPECTION MUST BE REQUESTED, AND WORK MUST BE APPROVED, PRIOR TO CONCEALING

POST THE INSPECTION CARD IN A PROMINENT PLACE.

WIRING MAY NOT BE CONCEALED PRIOR TO APPROVAL BY STATE LAW 326

ALL INSPECTIONS REQUIRE A **24-HOUR NOTICE** TO THE BUILDING DEPARTMENT.

*For Inspections, Please call 218-454-5113 between the hours of 7:30 – 4:30 p.m.*

## V. ZONING REQUIREMENTS

### 10-3-5: ACCESSORY USES:

Accessory uses may be permitted with any principal use subject to the following exceptions:

- A. **Construction Prior to Principal Building Prohibited:** No accessory building or structure shall be constructed on any lot prior to the time of construction of the principal building to which it is accessory.
- B. **Height:** No accessory building shall exceed the height of the principal building. However, in no case shall such accessory building exceed twenty-five feet (25') in height in an R district.
- C. **Residential Area Restrictions:** Accessory buildings shall be permitted as accessory uses in residential areas subject to the following:
- In RS, R-1 and R-2 zones, the maximum size of a single garage or other accessory structure shall be one thousand (1,000) square feet with one thousand eight hundred (1,800) square feet the maximum as to the total of two (2) or more such structures or the size of the footprint of the house. All area under a roof, including extended roofs with no sidewalls, is to be included in calculating the total allowable square feet.
  - **Doors:** Doors shall not exceed nine feet (9') in height.
  - **Exterior Finish:** Exterior siding or other exterior finish materials shall match the existing home on the lot.
  - On those parcels of land in excess of 2.5 acres, a conditional use permit application shall be required as to any request to exceed the maximum allowable size or dimensions for accessory structures. The granting of said application shall be discretionary with the city and in accordance with all other provisions of this title, but shall be granted only if said structure is no closer than one hundred feet (100') from abutting property lines. (Ord. 8, 12-17-1996).
- D. **Location:** No detached garages or other accessory building shall be located nearer the front lot line than the principal building on that lot with the exception of provisions in the shore land overlay district. (Ord. 8, 12-17-1996; amd. 2001 Code)
- E. **Through Lots:** All accessory buildings on through lots located in R districts shall require a conditional use permit.
- F. **Distance From Principal Building:** No accessory building or structure, unless an integral part of the principal building, shall be erected, altered, or moved within ten feet (10') of the principal building.
- G. **Commercial/Industrial Districts:** Accessory buildings in the regional commercial, neighborhood commercial, industrial office and office service districts may be located in any place to the rear of the principal building, subject to the building code and the fire zone regulations. (Ord. 8, 12-17-1996)

### 10-5-11: Accessory Structures:

**Accessory Structure Definition:** Any structure, permanent or temporary that covers space on a lot or property for the purpose of accessory uses to the principal use. Examples would include, but are not limited to, unattached garages, carports, buildings, pools, self-supported structures, playhouses, gazebos, tip off storage containers, parked semi trailers and unattached decks.

#### A. Requirements:

1. The location and construction of accessory structures shall be governed by this Section and need not comply with any other zoning or building ordinances unless set forth below.
2. Any accessory structure shall be considered part of the principal building (and thus must comply with all regulations regarding principal buildings) if it is located less than six-feet from the principal building.
3. No accessory structure shall be constructed prior to the commencement of construction of the principal building.

4. All accessory structures exceeding 120-square feet shall require a building permit and shall meet all City codes for construction and installation as set forth in Title 9 of the City Code
5. These requirements are applicable in all zone districts.

**B. Location:**

1. No accessory structure shall be located within 10-feet of the side or rear lot line.
2. No detached accessory structure shall be located forward of the principal structure.
3. In the case of the Shore Land overlay district, the Zoning Administrator shall determine the orientation of the principal structure as to determine where detached accessory structures may be placed. Criteria for this determination are: The distance from the principal structure to the road right of way and Ordinary High Water Mark, pattern of development of adjacent properties, screening and other relevant site information.
4. Attached garages and accessory structures may be located forward of the principal structure as long as they meet the other setback requirements of the district.
5. Accessory structures less than 120-square feet shall not be located less than 10-feet from the side or rear lot line, nor in the front lot area between the principal structure and road right of way. This would include examples such as tree houses, yard equipment buildings, and wood burning stoves. Exceptions to this standard would be freestanding decks and gazebos that are less than 120-square feet.
6. Wherever more restrictive standards are found in this ordinance regarding accessory structures or uses, the more restrictive standard shall apply.
7. No accessory structure shall be permitted on the secondary septic drainfield site or in a location that will negatively impact the septic system as a whole as determined by the Building Official.

**C. Size**

1. No accessory structure shall exceed the height of the principal structure.
2. Total ground coverage of all attached and unattached accessory structures shall not exceed 1800-square feet.
3. No single accessory structure shall exceed 1000-square feet.
4. Attached accessory structures can be equal to or less than the ground coverage of the principal structure, but not to exceed the height of the principal structure.

**D. Design**

1. All accessory structures shall be compatible in design, color, materials and construction type of the principal structure.

**E. Non-conforming Accessory Structures:**

1. Existing accessory structures that were permitted uses prior to the date of the adoption of this ordinance may remain and be maintained with the exception of self-supported tarp or poly-vinyl structures. The self-supported accessory structures (sheds, RV covers, carports etc.) shall be removed at the point of sale or transfer to any other owner or form of ownership.
2. All other standards from Title 10-1-3D Subp. 5 shall apply.

**F. Conditional Uses:**

1. For sites greater than 2.5 acres the landowner may apply for a permit for accessory structures that are greater than the size standards and deviate from the design standards as listed in Subparts C and D as long as the following criteria are met:
  - The accessory structure shall be a minimum of 100-feet from both side and rear lot lines.
  - Is located rearward of the front line of the principal structure
  - Meets all of the conditions of the approved use permit.



# GARAGE PERMIT APPLICATION

Department of Community Development

13190 Memorywood Dr, Baxter, MN 56425

218-855-5113

**SITE ADDRESS** \_\_\_\_\_ **DATE** \_\_\_\_\_

Legal description: Property ID \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

**REMINDER: Your permit application *will not* be accepted if you do not have all required documents which are listed on the requirements page of your application packet.**

**Property Owner/Tenant**

Name \_\_\_\_\_ E-Mail \_\_\_\_\_

Address \_\_\_\_\_ Phone/Cell \_\_\_\_\_

**Contractor/Applicant**

Name \_\_\_\_\_ E-Mail \_\_\_\_\_

Address \_\_\_\_\_ Phone/Cell \_\_\_\_\_

**Architect**

Name \_\_\_\_\_ License # \_\_\_\_\_

Address \_\_\_\_\_ Phone/Cell \_\_\_\_\_

**The General Contractor and All Sub-Contractors are required to be listed with each permit.**

**The permit application will not be accepted without the attached completed list.**

<p><b>Estimated Value</b></p> <p>Gen _____</p> <p>Plg _____</p> <p>Mech _____</p> <p>\$ _____</p> <p>(total all work)</p>	<p><b>Yard Setbacks to Construction</b></p> <p>Front _____ ft.</p> <p>Rear _____ ft.</p> <p>Right Side _____ ft.</p> <p>Left Side _____ ft.</p>	<p><b>Size of Structure</b></p> <p>Height _____ ft.</p> <p>Width _____ ft.</p> <p>Depth _____ ft.</p> <p>No. of Stories _____</p>	<p><b>Property Dimensions</b></p> <p>Width _____ ft.</p> <p>Depth _____ ft.</p>	<p><b>Property Area or Acres</b></p> <p>_____ Sq. Ft.</p> <p>_____ Acres</p>	<p style="text-align: center;"><b>OFFICE USE ONLY</b></p> <p style="text-align: center;"><b><u>PRE-PAID FEES</u></b></p> <p>P.R. Fee Paid</p> <p>Amount \$ _____</p> <p>Date Paid _____</p> <p>Check # _____</p> <p>Receipt # _____</p> <p>Name on Account _____</p> <hr/> <p style="text-align: center;"><b><u>PERMIT FEE TOTAL</u></b></p> <p>Total of Fees due \$ _____</p> <p>Less P.R. Pre-pay \$ _____</p> <p><b>Total Due \$ _____</b></p> <p>Date Paid _____</p> <p>Check # _____</p> <p>Receipt # _____</p> <p>Name on Account _____</p>																				
<p><b>FLOOR AREA</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Main Level _____ sq. ft.</td> <td rowspan="8" style="width: 5%; text-align: center; vertical-align: middle;"><b>REQUIRED INFORMATION</b></td> <td style="width: 30%;">Type of Const. _____</td> <td rowspan="8" style="width: 5%; text-align: center; vertical-align: middle;"><b>Information Verified By City</b></td> </tr> <tr> <td>Second Floor _____ sq. ft.</td> <td>Bldg. Use _____</td> </tr> <tr> <td>Third Floor _____ sq. ft.</td> <td>Occp. Group _____</td> </tr> <tr> <td>Garage _____ sq. ft.</td> <td>Occp. Load _____</td> </tr> <tr> <td>Crawl Space _____ sq. ft.</td> <td>Zoning District _____</td> </tr> <tr> <td>Basement _____ sq. ft.</td> <td>Fire Sprinkler _____</td> </tr> <tr> <td>Deck _____ sq. ft.</td> <td>Yes No</td> </tr> <tr> <td>Porch _____ sq. ft.</td> <td></td> </tr> <tr> <td>Misc. _____ sq. ft.</td> <td></td> </tr> </table>					Main Level _____ sq. ft.	<b>REQUIRED INFORMATION</b>	Type of Const. _____	<b>Information Verified By City</b>	Second Floor _____ sq. ft.	Bldg. Use _____	Third Floor _____ sq. ft.	Occp. Group _____	Garage _____ sq. ft.	Occp. Load _____	Crawl Space _____ sq. ft.	Zoning District _____	Basement _____ sq. ft.	Fire Sprinkler _____	Deck _____ sq. ft.	Yes No	Porch _____ sq. ft.		Misc. _____ sq. ft.		
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<p><b>PERMIT APPLICANT</b></p> <p>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 heron 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</p>					<p><u>Permit Application Tracking</u></p> <p>Date Received _____</p> <p>Excepted By _____</p> <p>Checked By _____</p>																				



**Contractor:**

\_\_\_\_\_ (Printed Name Required) (for) \_\_\_\_\_ Company Name (If applicable)

\_\_\_\_\_ (Signature of Applicant Required) \_\_\_\_\_ (Phone Number)

**Homeowner / Builder:**

\_\_\_\_\_ (Signature of Applicant Required) \_\_\_\_\_ (E-mail Address)



# CONTRACTOR & SUB CONTRACTORS & CONTACTS

(All sub contractors are *required* to be listed.)

## GENERAL CONTRACTOR

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## PROJECT MANAGER

\_\_\_\_\_  
(NAME) (OFFICE TELEPHONE NUMBER) (CELL PHONE NUMBER)

## ELECTRICAL CONTRACTOR

\_\_\_\_\_  
(NAME) (OFFICE TELEPHONE NUMBER) (CELL PHONE NUMBER)

## MASTER PLUMBER

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## SEPTIC INSTALLER

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## SEPTIC DESIGNER

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## EXCAVATOR

City Registration Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## ROOFER

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## FRAMER

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## CONCRETE

City Registration Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## INSULATION

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## SIDING

State License Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)

## MECHANICAL

City Registration Number \_\_\_\_\_

\_\_\_\_\_  
(NAME) (ADDRESS) (TELEPHONE NUMBER)



# BUILDING CODE DEPARTMENT

Building.department@ci.baxter.mn.us

13190 Memorywood Dr, Baxter, MN 56425 218-454-5113

## Description on Scope of Work

- New Home       Remodel/Addition       Garage       Deck

1. Concrete Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Framing Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Plumbing Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Mechanical Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Electrical Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Special Conditions: \_\_\_\_\_  
\_\_\_\_\_





# RESIDENTIAL STATEMENT OF AGREEMENT

Building.department @ci.baxter.mn.us

13190 Memorywood Dr, Baxter, MN 56425 218-454-5113

## SUMMARY OF BUILDING REQUIREMENTS

2000 INTERNATIONAL BUILDING CODE  
STATE AMENDMENTS TO IBC  
MN STATE BUILDING CODE  
MN STATE EVERGY CODE

MN ACCESSIBILITY CODE  
STATE MECHANICAL CODE  
MN STATE PLUMBING CODE  
Plumbing & Mechanical permits by independent contractors

I AS SIGNER OF THE PERMIT  
AGREE TO THE FOLLOWING:

**I will**

- \_\_\_\_\_ Place on site a valid permit prior to starting project
- \_\_\_\_\_ Call for all of the required inspections
- \_\_\_\_\_ Request inspections 24 working hours in advance

\_\_\_\_\_ **I understand if I do not have:**

- *The site posted with the address number,*
- *The permit & check list posted on site prior to inspection,*
- *The requested inspection ready,*

the inspector ***will not*** complete the inspection and I (applicant) am responsible to re-schedule when items are posted.

\_\_\_\_\_ I agree to comply with all requirements of the codes and city ordinances and will require all sub-contractors to be in strict compliance. If I am not familiar with or don't understand the requirements, I will seek professional advice

\_\_\_\_\_ I understand the inspections listed on this page are not limited to or exclude any special inspections if noted on the plans and/or the permit card with an "X" by the required inspection. I also understand that this is a partial list and is not intended to be in its entirety.

By **initialing each item and signing below** I acknowledge that **I have read, understand and agree to the requirements** listed and will follow all City requirements, Ordinances and State Codes,

## INSPECTIONS

**Site**-Shall be staked at building location and all property pins located and visible for inspection. Lot corners, set backs, size and location of building and accessory buildings, Driveway locations. Site address shall be posted at this time.

**Concrete Slab** – All slabs.  
(Forms placed, rebar hung, poly placed prior to inspection)

**Footing**-Prior to pouring.  
(Forms to be placed and rebar hung prior to inspection)

**Foundation- Drain Tile** - prior to backfilling.  
The damp proofing shall be inspected.

**Poured Walls**-prior to pouring concrete.  
(All rebar and forms in place)

**Electrical**-inspection required by State Electrical Inspector.  
*The final inspection shall be completed prior to occupancy.*

**Framing**-required, All windows and doors installed and **prior to** insulation. Lumber shall be stamped and trusses shall be engineered. Energy trusses on the home are encouraged.

**Plumbing**-required. a master plumber is required to be at all tests. Back flow preventers are required.  
*(Three inspections required; Underground, Rough In & Final)*

**Mechanical**-require a Rough-in, Gas line air test (1 hour @ 25#), and a Final inspection.

**Insulation**-Prior to covering. Requirements must meet Category 1 or the New Energy Code.

**Septic/Sewer/Compliance** required

**Final**-"Certificate of Occupancy" required prior to occupying the building.

\_\_\_\_\_  
Signature of applicant  
Date \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Applicant



# BUILDING CODE DEPARTMENT

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13190 Memorywood Dr, Baxter, MN 56425 218-454-5113

## BUILDING PERMIT APPLICANT PROPERTY OWNER

**SITE ADDRESS** \_\_\_\_\_ **DATE** \_\_\_\_\_

Legal description: **Property ID** \_\_\_\_\_ **Lot** \_\_\_\_\_ **Block** \_\_\_\_\_ **Addition** \_\_\_\_\_

I understand that the State of Minnesota requires that all residential building contractors, remodelers, and roofers obtain a state license unless they qualify for a specific exception from the licensing requirements. By signing this document, I attest to the fact that I am building or improving this house myself. I hereby claim to be exempt from the state licensing requirements because I am not building or improving this property for purposes of speculation or resale and that the house for which I am applying for this permit, located at \_\_\_\_\_, is the first residential structure I have built or improved in the past 24 months. I also acknowledge that because I do not have a state license, I forfeit any mechanic's lien rights to which I may otherwise have been entitled under Minnesota Statute 514.01. In the event that I do construct or improve another residential structure in the next 24 months, I will not do so until I obtain the required state license, understanding that failure to do so is a misdemeanor under state law.

Furthermore, I acknowledge that I may be hiring independent contractors to perform certain aspects of the construction or improvement of this house, and I understand that some of these contractors may be required to be licensed by the State of Minnesota. I understand that unlicensed residential contracting; remodeling, and/or roofing activity is a misdemeanor under Minnesota Statute 326.92, subd. 1, and that I would forfeit my rights to reimbursement from the Contractor's Recovery Fund in the event that any contractors I hire are unlicensed.

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 ordinance in connection with the work performed on this property.

*To determine whether a particular contractor is required to be licensed, or to check on the licensing status of individual contractors, please call the MN Department of Commerce at (651)296-2594 or toll free at 1-800-657-3602.*

### Signature

**Homeowner:** \_\_\_\_\_  
Printed Name Signature

**Date:** \_\_\_\_\_



# ELECTRICAL PERMIT APPLICATION

Building.department @ci.baxter.mn.us

13190 Memorywood Dr, Baxter, MN 56425 218-454-5113

**SITE ADDRESS** \_\_\_\_\_ **DATE** \_\_\_\_\_

Legal description: Property ID \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

**Property Owner/Tenant**

Name \_\_\_\_\_ E-Mail \_\_\_\_\_

Address \_\_\_\_\_ Phone/Cell \_\_\_\_\_

**Electrical Contractor / Applicant**

Name \_\_\_\_\_ E-Mail \_\_\_\_\_

Address \_\_\_\_\_ Phone/Cell \_\_\_\_\_

Contractors License Number: \_\_\_\_\_ Master License Number: \_\_\_\_\_

A license number is not required if an owner is wiring their own home

Check here if you are doing the work yourself.

**Type of electrical work:** New \_\_\_\_\_ Remodel \_\_\_\_\_ Addition \_\_\_\_\_ Repair \_\_\_\_\_  
Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Other \_\_\_\_\_

**Description of work:** \_\_\_\_\_

**Please check all that apply:**

\_\_\_\_\_ Addition \_\_\_\_\_ Garage \_\_\_\_\_ Sign \_\_\_\_\_ Other  
\_\_\_\_\_ Air Cond. \_\_\_\_\_ Basement \_\_\_\_\_ Electrical Heat  
\_\_\_\_\_ Furnace \_\_\_\_\_ Pool/Spa/Hot tub \_\_\_\_\_ Sprinkler  
\_\_\_\_\_ Service Temp. \_\_\_\_\_ Sub Panel \_\_\_\_\_ Transformer

**See second page for complete fee schedule.**

**All wiring shall be inspected before insulation or other covering is installed. Inspector shall be notified for rough-in and final inspection. Permits expire 6 months and shall be renewed thereafter.**

**Call for inspection 24 hours in advance for inspection. To schedule an inspection call (218)454-5113).**

**Permit fees**

Electrical Permit: \_\_\_\_\_

State Surcharge: \_\_\_\_\_

Total fees: \_\_\_\_\_

Date: \_\_\_\_\_

Check No: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Name on Account: \_\_\_\_\_

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

**Signatures**

I hereby certify with my signature that all data on this application is true and correct to the best of my knowledge.

**Contractor:**

\_\_\_\_\_ (for) \_\_\_\_\_  
(Printed Name) (company)

\_\_\_\_\_ (Signature of Applicant Required) \_\_\_\_\_  
(Phone Number)

**Homeowner / Builder:**

\_\_\_\_\_ (Signature of Applicant Required) \_\_\_\_\_  
(E-Mail Address)

# Fee Schedule

## New Dwelling Feeder/Circuits

Up to 30 Feeder/Circuits \$100.00

Total: \$ \_\_\_\_\_

In addition to above, more than 30 Circuits up to 200A @ \$6.00 each

Total: \$ \_\_\_\_\_

## Existing Dwelling/Remodel/Addition

Up to 15 Feeders/Circuits @ \$6.00

Total: \$ \_\_\_\_\_

16 to 30 Feeders @ \$100.00

Total: \$ \_\_\_\_\_

## New Multi-Family Dwellings (per unit)

\$70.00 each (up to 20 Feeders/Circuits)

Total: \$ \_\_\_\_\_

Additional Circuits above 20 allowed @ \$6.00 each

Total: \$ \_\_\_\_\_

Concrete-Encased Electrode Inspection \_\_\_\_\_ @ \$35.00 each

Total: \$ \_\_\_\_\_

## Service/Power Supply (New/Existing)

\_\_\_\_\_ 0-400 amps @ \$35.00

Total: \$ \_\_\_\_\_

\_\_\_\_\_ 401-800 amps @ \$60.00

Total: \$ \_\_\_\_\_

\_\_\_\_\_ Above 800 amps @ \$100.00

Total: \$ \_\_\_\_\_

## Feeders/Circuits (New/Existing)

\_\_\_\_\_ 0-200 amps @ \$6.00

Total: \$ \_\_\_\_\_

\_\_\_\_\_ Above 200 amps @ \$15.00

Total: \$ \_\_\_\_\_

\_\_\_\_\_ Reconnected Feeder/Circuits @ \$2.00

Total: \$ \_\_\_\_\_

## Transformers

0-10 KVA @ \$15.00 each

Total: \$ \_\_\_\_\_

Over 10 KVA @ \$30.00 each

Total: \$ \_\_\_\_\_

Street, parking lot or outdoor lighting standards \_\_\_\_\_ @ \$5.00

Total: \$ \_\_\_\_\_

## Electric Signs and Outline Lighting

\_\_\_\_\_ Transformers/Power Supplies @ \$5.00 each

Total: \$ \_\_\_\_\_

Special Inspection @ \$80.00 per hour

Total: \$ \_\_\_\_\_

Re-inspection Fee @ \$35.00 each trip

Total: \$ \_\_\_\_\_

Minimum Fee \$35.00

Total: \$ \_\_\_\_\_

Add State Surcharge on ALL Permits

Total: \$ \_\_\_\_\_ .50

Permit Total: \$ \_\_\_\_\_

## Misc. Electrical Fee Schedule

Technology Systems Devices \_\_\_\_\_ @ .75 cents each **Total: \$ \_\_\_\_\_**

Manufactured Home Park Lot Supply \_\_\_\_\_ @ \$35.00 **Total: \$ \_\_\_\_\_**

Luminarie Retrofit Modifications \_\_\_\_\_ @ .25 cents each **Total: \$ \_\_\_\_\_**

Separate Bonding Inspections for Swimming Pools  
& Equipotential Planes \_\_\_\_\_ @ \$35.00 each **Total: \$ \_\_\_\_\_**

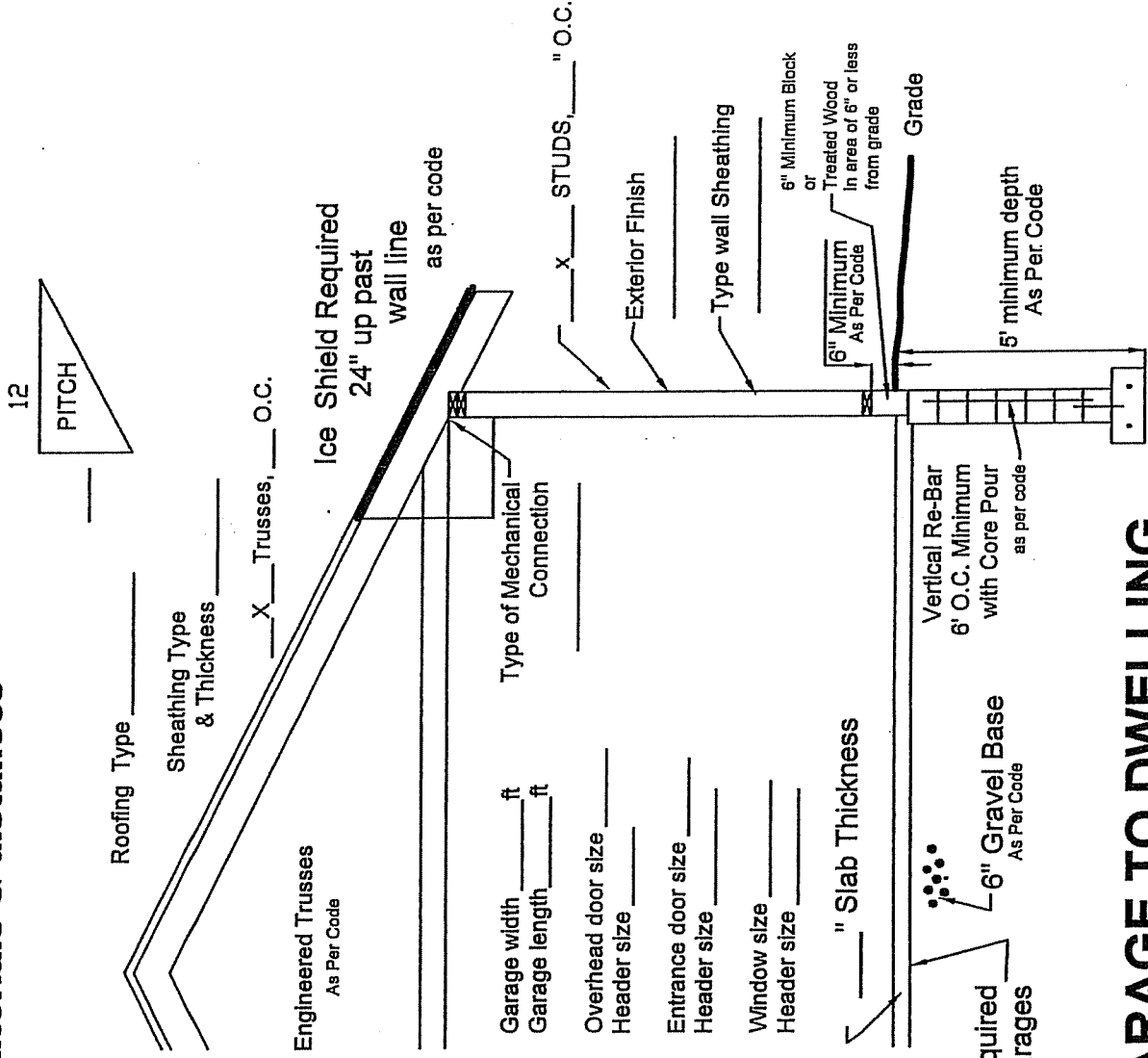
Center Pivot Irrigation Booms \_\_\_\_\_ @ \$35.00 each **Total: \$ \_\_\_\_\_**  
Plus \_\_\_\_\_ Electrical Drive Units @ \$5.00 each **Total: \$ \_\_\_\_\_**

Recreational Vehicle Site Supply Equipment  
\_\_\_\_\_ Circuits Originating in the Equipment @ \$6.00 each **Total: \$ \_\_\_\_\_**

Investigative Fee \$70.00 OR the Total Inspection Fee  
Whichever is greater up to \$1,000.00 **Total: \$ \_\_\_\_\_**

# Garage Self Design Sheet Per MN State Code

Fill in design materials & distances



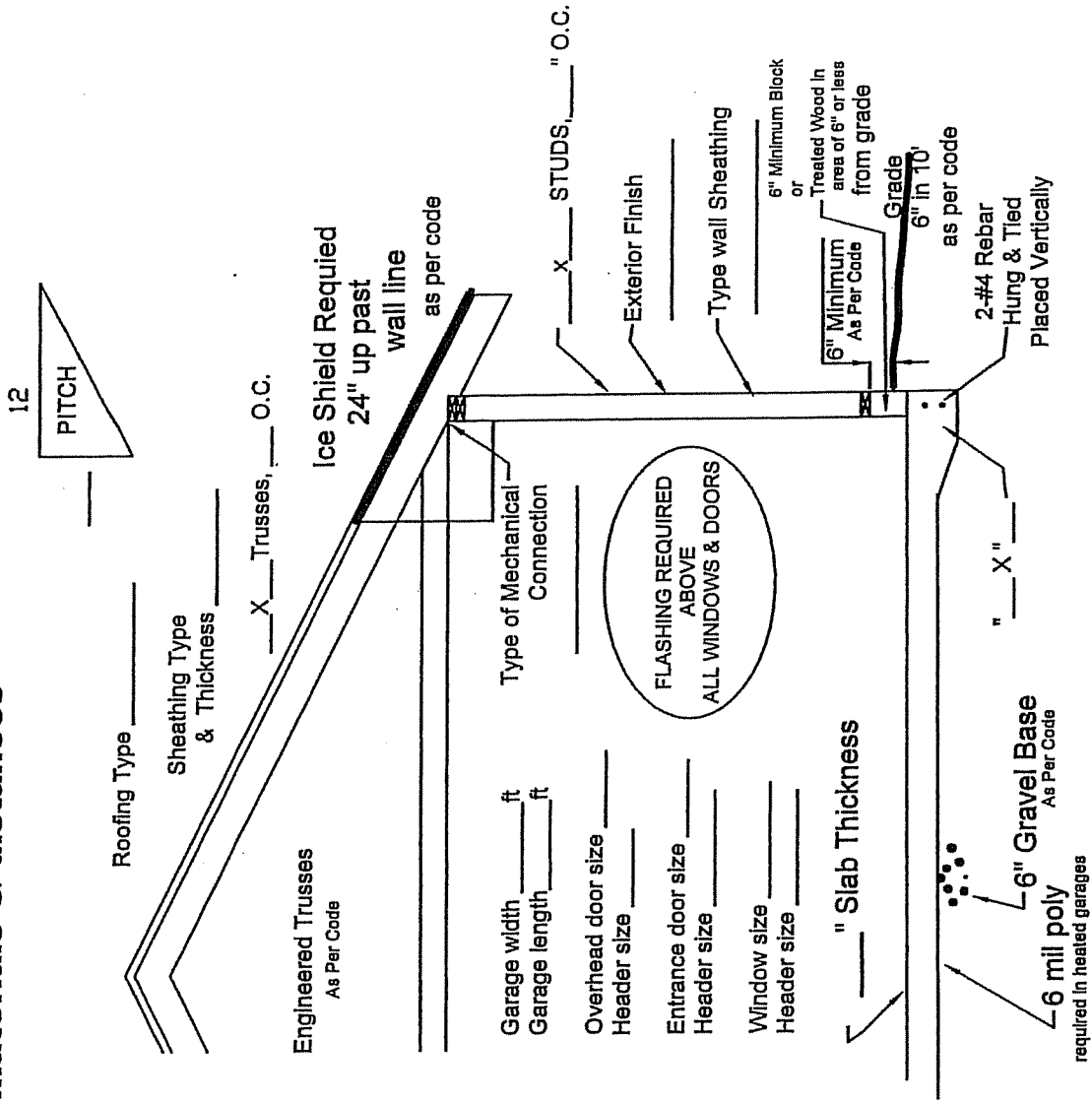
## Additional Items Needed for Submittal

1. Site Plan
  - a) Show all buildings on lot
  - b) Measurements of each building
  - c) Highlight new garage
  - d) Show distance from garage to each property line
2. Plan Drawing of Home & Garage
  - a) Door locations in garage
  - b) Window locations in garage
  - c) Stairs in garage
  - d) Direction of trusses in garage
3. Application Documents
  - a) Permit Application
  - b) Affidavit of Ownership
  - c) Sub Contractors List
  - d) Summary of Bldg. Requirements
  - e) Owner Responsibility Doc.
4. Additional Req. For Attached Garages
  - a) 1/2" gypsum on common wall to roof sheathing
  - b) 20 min. rated door between home and garage
  - c) Additional code/ordinances may apply

**ATTACHED GARAGE TO DWELLING**

# Garage Self Design Sheet Per MN State Code

Fill in design materials & distances



### Additional Items Needed for Submittal

1. Site Plan
  - a) Show all buildings on lot
  - b) Measurements of each building
  - c) Highlight new garage
  - d) Show distance from garage to each property line
2. Plan Drawing of Garage
  - a) Door locations in garage
  - b) Window locations in garage
  - c) Stairs/steps in or attached to garage
  - d) Direction of trusses
3. Application Documents
  - a) Permit Application
  - b) Affidavit of Ownership
  - c) Sub Contractors List
  - d) Summary of Bldg. Requirements
  - e) Owner Responsibility Doc.

## DETACHED GARAGE TO DWELLING