



Commercial Building Application & Plan Review

TYPE OR PRINT CLEARLY

Project Title:		Start Date:	
Site Address:		Total Value:	
Class of work: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Other			
Type of Construction:	Occupancy:	Square Footage:	

Owner:		Contact:	
Address:		City/State/Zip:	
Email:		Phone:	

Contractor:	Contact:	License:
Address:		City/State/Zip:
Email:		Phone:

Designer:	Contact:	License:
Address:		City/State/Zip:
Email:		Phone:

Sub-Contractors: (If applicable)	Phone	Email
Mechanical:		
Plumbing:		
Electrical:		
Concrete:		
Structural Engineer:		
Description of Work:		

- Submit one hard copy of blueprints and a digital set (plans & specs) on a flash drive.
- Permit fees are based on project value; contact City Hall at (218) 287-2313 for the exact fee.
- Plan review may take up to four weeks. A review fee of 25% of the permit fee will apply.
- Applicant will be notified when review is completed.

I hereby apply for a Commercial Building Permit and acknowledge that the information provided is complete and accurate. I understand this document is not a permit, but an application. I agree that all work will comply with permit conditions, approved plans and specifications, and Minnesota Building Codes. I agree to ensure that all work will remain accessible for inspection purposes.

Applicant Signature

Date