

CITY OF TRACY
BUILDING PERMIT APPLICATION



Date Received: _____ Permit #: _____

-----APPLICANT COMPLETE INFORMATION BELOW-----

Contractor: (for residential dwellings only)

Is structure built prior to 1978? Yes ___ No ___ If yes, please write your EPA certification number here: _____

Project Start Date: _____ Contact Building official prior to starting project. 507-828-0417

Project Address: _____ or PID#: _____

Property Owner: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Building Contractor: _____ License#: _____ Phone: _____

Plumbing Contractor: _____ License#: _____ Phone: _____

Mechanical Contractor: _____ License#: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Proposed use: [X] Dwelling [X] Private Garage [X] Deck [X] Home Addition [X] Finish Basement [X] Siding [X] Three Season Porch

[X] Fireplace [X] Furnace [X] Business/Commercial [X] Water Heater [X] Window/door

[X] Re-Roofing [X] Mechanical [X] Gas Piping [X] Plumbing [X] Air Conditioning Install [X] Other: _____

Use and Occupancy: _____ Type of Construction: _____ Estimated Value: _____

Dimensions: _____ Lot Size: _____ Description of project: _____

Homeowners doing their own work must sign back page!

Estimated Value [labor and materials]: _____

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced. 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 herein 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.

BEFORE SIGNING PLEASE NOTE: You must have all project documents for all new construction, remodels, decks or covered porches, and additions to any structure per MN Rue 1300.0130. This includes floor plan, section drawings, elevation, and site plan before permit may be issued. You will receive an inspection checklist when permit is issued on these projects. For all Maintenance Permits, you must contact the Building Official prior to starting project. Extra fees and penalties will be charged if you fail to call for an inspection! Please make arrangements with Building Official on weekend projects. 507-828-0417. ** EMAIL application to permits@tracymn.org ***

Applicants name [please print]: _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Signature: _____

-----CITY USE ONLY-----

PLANNING: Zoning District: _____ Minimum Setbacks Required: Front _____ Side _____

Rear: _____ Road Right of Way _____ Other: _____

Reviewed By: _____ Date: _____

Subject to the following conditions: _____

BUILDING OFFICIAL: Reviewed By: _____ Date: _____

Subject to the following conditions: _____ Lic. # _____

-----FEES-----

Permit Fee: _____ Plan Review: _____ State Surcharge: _____

Lead Fee: _____ TOTAL DUE: _____

Date Issued: _____ Issued By: _____

BUILDING PERMIT APPLICANT: PROPERTY OWNER

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 exemption from the licensing requirements. This license requirement applies to owners of residential real estate who build or improve such property for purposes of speculation or resale.

By signing this document, I attest to the fact that I am improving this house for my own use and am not building or improving this house for the purpose of reselling it. I hereby claim to be exempt from the state licensing requirements because I am not in the business of building or remodeling on speculation or for resale and that the house for which I am applying for this permit, located at _____, Tracy, MN is the only residential structure I have built or improved in the past 24 months.

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 Minn. Stat. §326B.082, subd. 16 and can also result in a fine of up to \$10,000. I further state that I understand that the filing of a false statement with the City of Tracy may also result in criminal prosecution and/or civil penalties pursuant to applicable city ordinances and/or state statutes.

I have also been informed and acknowledge that by listing myself as the contractor for this project, I alone will be responsible to the City of Tracy for compliance with all applicable building codes and city ordinances in connection with the work being performed on this property. I also understand that if I hire an unlicensed contractor, my only recourse in the event I have a dispute with my contractor will be to pursue private civil action (lawsuit) against the contractor, and that even if I am successful in a lawsuit, I will not be able to make a claim for compensation from the Contractor Recovery Fund, the state's consumer protection program for licensed contractors.

NAME

DATE

For questions or information on contractor licensing, or to check the licensing status and enforcement history of a particular contractor, call the Minnesota Department of Labor and Industry, Construction Codes and Licensing Division, at (651) 284-5069 or 1-800-657-3944, or visit their Web site at:
www.dli.mn.gov/CCLD/RBC