



**City of Cottage Grove
BUILDING/ZONING PERMIT APPLICATION**

PERMIT:
FEE:

Construction Site Address:	Legal Description: (Lot, Block, Subdivision)
	PIN

Owner's Name _____	Home Phone _____
Address _____	Work Phone _____
_____	Mobile/Email _____
City/State/Zip _____	Fax _____

Contractor _____	Contractor License # _____
Address _____	Work Phone _____
_____	Mobile/Email _____
City/State/Zip _____	Fax _____

Non-Residential Project (specify) **Construction Type:** _____ **Occupancy Group:** _____
(Submit completed Commercial Plan Review document noting pertinent details for this project)

<input type="checkbox"/> New Building	<input type="checkbox"/> Addition	<input type="checkbox"/> Garage	<input type="checkbox"/> Shed	<input type="checkbox"/> Deck	<input type="checkbox"/> Demolition	<input type="checkbox"/> Sign
<input type="checkbox"/> Porch	<input type="checkbox"/> Siding	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Windows	<input type="checkbox"/> Driveway	<input type="checkbox"/> Interior Finish	
<input type="checkbox"/> Roof	<input type="checkbox"/> Patio	<input type="checkbox"/> Pool	<input type="checkbox"/> Remodel	<input type="checkbox"/> Other (describe) _____		

Length	Width	Height	Square Feet	Construction Value
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- Attach Project Layout, Site Plan and Complete Construction Details -

I hereby agree that any work done will be in accordance with all building codes and ordinances adopted by the City.

_____ Date _____
Applicant's Signature

RELEASE DATA (office use only)

Planning	Building	Other
Comments		

City of Cottage Grove

BUILDING/ZONING PERMIT APPLICATION

...Please submit this permit application with detailed project information attached...

New Homes...

- Site plan, floor plans, wall section, elevation and detail prints (Two full and two 8½x11 size sets)
- Certificate of Survey with Legal Description and proposed grading elevations
- Energy Calculation Worksheet
- HVAC system sizing information
- Provide, on a separate permit sheet, the name, address, and phone number of sub-contractors for mechanical, plumbing, sewer/water, and grading work
- If not on City sewer, provide copies of septic design with percolation tests and soil boring data. *Obtain septic and well permits from Washington County Public Health Department, 14900 – 61st St N, Stillwater, MN 55082. Phone 651/430-6655*

Additions...

- Site Plan showing setback distance from adjacent property lines and buildings
- Floor Plans, wall section, elevation and construction details
- Energy calculations (for additions larger than 15% of house floor area)

Accessory Buildings (detached structures such as garages and storage sheds)...

- Site Plan showing setback distance from adjacent property lines and buildings
- Plan(s) showing construction details and project dimensions

Decks...

- Site plan showing setback distance from adjacent property lines and buildings
- Plan(s) showing construction details and project dimensions
- Completed deck permit supplement sheet

Remodeling/Finishing...

- Interior:* Floor plan showing dimensions, construction details and space use
- Exterior:* Scope of work description and site plan, where applicable

Mechanical/Plumbing/Sewer work...

- Attach job plan or separate permit sheet describing work to be done

Separate permits are required for electrical, plumbing, and mechanical work
All contractors must possess a current state or local license

Fees...

- Permit fees are calculated according to the City of Cottage Grove fee schedule and pertinent local ordinances.
- Fees are payable to the City of Cottage Grove upon issuance of permit.

...Processing time constraints may apply to your project...
No construction is allowed until permit has been issued

Questions? Please Call 651/458-2877