

EUREKA TOWNSHIP

BUILDING PERMIT APPLICATION

Eureka Township / 25043 Cedar Avenue, Farmington MN 55024
Office: (952) 469-3736 / Fax (952) 469-5525

SITE INFORMATION Eureka Township		PIN#		Permit#
Site Address:		City		Zip
PROPERTY OWNER INFORMATION				
Name		Email		Phone
Address		City	State	Zip
APPLICANT/CONTRACTOR INFORMATION				
Applicant Name			License Number	
Contact Person		Email		
Address		City	State	Zip
Cell Phone		Day Time Phone		Fax
TOWNSHIP / LOCAL GOVERNMENT				
Permit complies with the Wetland Conservation Act subject to the following conditions:				
<input type="checkbox"/> Dakota County Shoreland/ Letter or Permit		<input type="checkbox"/> Vermillion River Watershed/ Letter or Permit		Date
PLEASE INDICATE PROJECT TYPE			PROVIDE THE FOLLOWING FOR NEW HOME AND AS NEEDED	
<input type="checkbox"/> Residential or <input type="checkbox"/> Commercial / Industrial			<input type="checkbox"/> Signature from Township on Building Permit Application	
<input type="checkbox"/> New Home Construction	<input type="checkbox"/> Private Dog Kennel	<input type="checkbox"/> Building Plans (Cross Section, Elevations, Floor Plan) – 2 copies		
<input type="checkbox"/> Deck	<input type="checkbox"/> Public Utility Structure	<input type="checkbox"/> Heat Loss, Combustion Air & Make-up Air Calculations– 2 copies		
<input type="checkbox"/> Accessory Bldg/Pole Shed	<input type="checkbox"/> Signs*	<input type="checkbox"/> Energy Certificate – 2 copies		
<input checked="" type="checkbox"/> Remodel	<input type="checkbox"/> Govt Bldg/Facility*	<input type="checkbox"/> Driveway Permit (Required for access to State, County, Twp. Roads)		
<input type="checkbox"/> Demolition	<input type="checkbox"/> Church/Religious Bldg*	<input type="checkbox"/> Survey / Detailed Site Plans – 2 copies		
<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Solar Energy*	<input type="checkbox"/> Erosion and Sediment Control Plans		
<input type="checkbox"/> Moving a Building	<input type="checkbox"/> Communication Tower*	<input type="checkbox"/> Complete Septic Design		
<input type="checkbox"/> Aircraft Hangar	* CUP also required	<input type="checkbox"/> New Home Checklist		
<input type="checkbox"/> Other:				
Estimated Cost of Labor & Materials:				
Project Description:				

Applicant hereby agrees that, upon issuance of this permit, all work shall be done and all materials used shall be in compliance with all applicable township, city and county ordinances. The applicant agrees to abide by all zoning regulations and to utilize this structure for its permitted use. Signature of this application by the legal property owner or owner's representative is required and authorizes the Township Zoning Administrator or designee and the Building Official or designee to enter upon the property to perform needed inspections. Entry may be without prior notice.

The property owner agrees to pay all plan review fees even if he/she chooses not to proceed with the work. Permit expires when work is not commenced within 180 days from date of permit, or if work is suspended, abandoned or not inspected for 180 days. Work beyond the scope of this permit, or work without a permit or inspection will be subject to penalty.

Signature of Applicant:	Date:
Printed name of Applicant:	

Township Use Only

The property has an existing: CUP IUP Nonconforming registration

Applicant is requesting a 60-day extension until: _____

Zoning Administrator: _____ **Date:** _____
 Complete **Date:** _____ Incomplete **Notification sent:** _____
Application Fee \$ _____ **Paid on** _____ **Receipt #** _____ **Check #** _____
Notes:

Planning Commission: _____ **Date:** _____
Recommendation to Town Board: Approve Deny
Notes:

Town Board: _____ **Date:** _____
 Approved Denied
Notes:

FEES AND ESCROWS	
Permit Valuation	\$
Site Inspection	\$
Land Use Permit	\$
Septic Permit	\$
Plumbing Permit	\$
-State Surcharge	\$
Mechanical Permit	\$
-State Surcharge	\$
Building Permit	\$
-State Surcharge	\$
Plan Review	\$
Penalty / Other	\$
Total Fees	\$

Building Official Approval:

Signature Date

Occupancy Type: _____

Construction Type: _____

Code Used: _____

Building Sprinkled Yes No

Total Fees Paid on _____ Receipt # _____ Check # _____

EUREKA TOWNSHIP

RESIDENTIAL REMODEL PERMIT

APPLICATION INSTRUCTIONS

The following must be submitted for a complete application:

- Completed Building Permit Application form.
- Application fee as set forth in Ordinance 7.
- Proof of ownership: Parcel ID will be verified by the Town Clerk; conflicts must be resolved with a proper deed
- Two (2) copies of building plans indicating:
 - Floor plans showing the existing and proposed use of each area. Indicate the location of existing and proposed walls, plumbing and heating fixtures, locations of new windows, doors, etc. Also indicate types of insulation, wall framing, etc.
- Two (2) copies of site plans illustrating:
 - The legal description of the land.
 - An arrow indicating North.
 - Lot Lines (dimensions and shape of the lot).
 - The location and size of the structure to be erected or remodeled.
 - The location of existing driveway and roads, including its width and distance to the nearest property line, on which the structure does now or is to front.
 - The location of and distance to the well, drainage and sewer systems.
- Asbestos abatement letter, if applicable.
- Lead abatement letter, if applicable.
- A Compliance Inspection for the existing septic system, if required:
 - If a new septic system is required because you are adding a bedroom, submit all information needed to obtain a septic system permit to the Eureka Township Septic Inspector.
 - If a new septic system is required, but you are not adding a bedroom, a replacement septic system site must be identified.
- Watershed permit or letter of exemption if located in the Dakota County Shoreland Zoning District or the Vermillion River Watershed District.

General Requirements:

- Residential additions or remodels are governed by Eureka Township Ordinance 3 and the Minnesota State Building Code.
- In Minnesota, hazardous and other problem wastes must be removed from a structure before it is renovated or demolished. The removed wastes must be managed properly through recycling or disposal.
- The Minnesota Pollution Control Agency's (MPCA) pre-renovation or demolition requirements apply to all structures in Minnesota, including residential and agricultural structures, there is no exemption from these requirements for farm buildings.
- Certain buildings built before 1978 may also be subject to federal requirements under the Repair, Renovation and Painting Rule (RRP) of the EPA (<http://www.epa.gov>).
- In general, building permits are required for:
 1. The construction, reconstruction or alteration of a residential structure where the cost of such work exceeds five hundred (\$500) dollars.
 2. Any repairs or remodels that involve the cutting away of any wall or partition, a portion of a wall or partition, the removal or cutting away of any structural beam or load bearing support, removal or change of any required means of egress or rearrangement of parts of a structure affecting the egress requirements.
 3. Any project to erect, install, enlarge, alter, repair, remove, convert or replace any gas, mechanical, electrical, plumbing system or other equipment regulated by the Minnesota State Building Code.
 4. Moving or changing the occupancy of a building or structure.
- In general, remodeling and repair projects do not require Planning Commission and Town Board review unless they enlarge the building, move or extend the exterior dimensions of the building, or change the land use or occupancy of the building.
- No work shall commence until the applicant has obtained the proper permits.

Required Inspections:

Applicant must contact the Eureka Township Building Inspector for all required inspections.