

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 checked="" type="checkbox"/> Accessory Bldg/Pole Shed	<input type="checkbox"/> Signs*	<input type="checkbox"/> Energy Certificate – 2 copies		
<input 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 # _____

PERMIT INSTRUCTIONS

Accessory structures that meet ALL of the following criteria are exempt from requiring a Building Permit:

- One Story
- Detached
- Floor area does not exceed 200 sq. ft.
- Used only for tools, storage, playhouses and other similar uses

➤ Accessory Structures that are exempt from a building permit are NOT exempt from the requirements of the building code, or of local ordinances.

An Accessory Structure that does not meet ALL of the above criteria DOES require a Building Permit. The following must be submitted for a complete application:

- Completed Building Permit Application form.
 - Application fee as set forth in Eureka Township 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 plans showing the proposed design, including:
 - Floor plan showing:
 - Proposed building size.
 - Design of floor structure.
 - Size and location of any posts, headers and footings.
 - Size and spacing of roof supports.
 - Method of attachment to foundation or to the ground.
 - Slab information (thickness, rebar, etc.).
 - Wall construction (size and spacing of studs, treated sill plates, sill plate anchor, sheathing and siding material, etc.).
 - Roof structure information (rafter or truss sizes and spacing, roof sheathing, roof slope, roof cover materials, and ice protection membrane if structure is heated or attached to dwelling).
 - Additional information may be required by the plan reviewer.
 - Two (2) copies of site plans illustrating:
 - Lot Lines.
 - Location and building dimensions of the proposed structure.
 - Location and distances to all other structures on the lot and adjoining lots.
 - Location of and distance to driveway and roads (including width).
 - Location of and distance to well, drainage and sewage systems.
 - Total area of all accessory buildings on the property (excluding Agricultural buildings).
 - Watershed permit or letter of exemption if located in the Dakota County Shoreland Zoning area or the Vermillion River Watershed District.
 - The Supplement to Accessory Structures Permit Application worksheet (Attached) MUST be included with the application.
- All materials and the installation of all materials must comply with the Minnesota State Building Code and the manufacturer's installation specifications for each product.

SUPPLEMENT TO ACCESSORY STRUCTURES PERMIT APPLICATION

(MUST be included when applying for permit)

1. Size of structure: _____

2. Floor structure: _____

3. Method of attachment to ground: _____

4. Wall construction information: _____

5. Roof structure information: _____

6. Total area of all accessory buildings excluding Agricultural buildings: _____

9. Distance from property lines:

Side 1: _____ Side 2: _____

Rear: _____ Road center line _____

8. Distance from Primary residence:

Side 1: _____ Side 2: _____

Rear: _____ Road center line: _____

SAMPLE SITE PLAN: (NOTE: Distances should be in relation to the proposed building or structure)

