



# Residential Building Permit Application

Zoning/Application Questions? 763-261-5301

Inspections: 763-479-1720

Email completed application & documents

[Permits@beckertownship.org](mailto:Permits@beckertownship.org)

Drop off at 12165 Hancock Street, Becker. M/T/W/F 8-4:30.

Closed Thursdays & Federal Holidays

**Building Permits are paid for at pickup.**

**Do not begin any work until permit is issued.**

**Permits missing any information will not be accepted.**

Parcel Identification Number: **05-** \_\_\_\_\_ - \_\_\_\_\_

Site Address (required if not same as owner's address): \_\_\_\_\_

No address? Subdivision, Lot and Block: \_\_\_\_\_

Permit No.

## Property Owner

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person (if different): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

## Contractor (if blank, Property Owner Waiver required):

Company Name: \_\_\_\_\_

License/Bond: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

## Type of Work – One permit per structure.

Do not use this form for maintenance (roofing/siding/water heaters/gas) – use OTC permit.

- Single Family Residence (SFR)
- Accessory Structure (pole sheds here)
- Addition
- Interior Renovation
- Decks and/or Platforms
- Pool
- Miscellaneous (specify): \_\_\_\_\_

## VALUATION \_\_\_\_\_

**Required Certifications** I hereby apply for a Building Permit, and I acknowledge that the information contained in this permit application is complete and accurate. I understand this is not a permit and work is not to start without a permit being issued by the Township.

I understand and hereby agree that the work for which the permit is issued shall be performed according to the details submitted in the permit application; the only permitted work is that which is within the scope of the plans and specifications submitted with the permit application, and the work is subject to all conditions of the permit and the approved plans and specifications. I further understand any or all work conducted beyond those of the submitted and approved plans/specifications may require additional permits. 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 is commenced.

I HEREBY CERTIFY that I have read and examined this application and all accompanying documentation 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.

I understand that the Town Zoning Administrator or Building Official may deny building permits, or require conditions for the purpose of protecting the natural environment and public health, safety and welfare, or for any reason deemed inconsistent with the Comprehensive plan, Zoning Ordinance, or other Township regulation. Denial of or conditions placed upon a building permit may include, but are not limited to:

1. *Structure design that contributes to or causes environmental degradation*
2. *Lots or plats that are unique and susceptible to drainage, runoff, and erosion.*
3. *Situations in which a professional specialist review, certification, or completion of work is deemed necessary by the Zoning Administrator.*

**Operation of tracked grading equipment on Town Roads is prohibited per State Statute 169.72.**

I acknowledge that if building plans change, additional permit reviews, fees, and/or applications may be required.

I acknowledge that an As-built survey must be submitted to the Town Hall prior to receiving a certificate of occupancy.

\_\_\_\_\_  
Signature of Contractor/ Responsible Party

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by Building Inspector / Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

## Payment Information / Receipt

Payment Type: <input type="checkbox"/> Check # _____	<input type="checkbox"/> Cash	<input type="checkbox"/> Card	Total Paid:
Paid By: _____			

**The following documents must accompany this application:**

- Certificate of Survey, House Staking Certificate or Certificate of Survey Exemption Form.
- Separate septic permit application or septic compliance report (see Septic FAQ).
- Two paper sets of building plans drawn to scale.



**The following documents may be required, depending on application for which you are applying. You may find out if you need the following by reviewing the FAQ's (Frequently Asked Questions) on the website ([beckertownship.org/building-permit-applications.html](http://beckertownship.org/building-permit-applications.html)) or stopping into Town Hall, 12165 Hancock Street to pick up a copy of the FAQ's.**

1. Soil Boring report required for all new single-family residences. See Soil Boring FAQ to see requirements for other building permits.
2. New Construction Energy Code N1101.8 Compliance Certificate/Passive Radon System Detail
3. Approved Land Use Permit from Sherburne County (see Land Use FAQ).
4. Secondary access permit application if adding a driveway (see Driveway FAQ).
5. Property Owner Waiver required if licensed contractor is not listed.
6. Accessory Structure Use Statement if building an accessory structure.
7. Other documentation and information requested by the Township and reasonably necessary for adequate review and evaluation of the proposed activity for which the building permit is being requested.

Electronic submission of all documents larger than 8.5x11" is required to [permits@beckertownship.org](mailto:permits@beckertownship.org) and electronic submissions **MUST** include the Property Address, Parcel Identification number and Builder name in the subject line.

**After a New Home is completed, do not forget that the following documentation must be submitted:**

As-built survey must be submitted to Town Hall for review prior to receiving a certificate of occupancy. Allow at least **one week** for review prior to closing. See General Information for building permit FAQ.

<b>Township Use Only</b>	
Permit #	
Date:	
Permit Fee	
Plan Check Fee	
Investigative Fee	
Plumbing Fee	
Mechanical Fee	
Fireplace Fee	
Water/Sewer Install	
Other	
Other	
LUP Refund	
Surcharge Fee	
Admin Fee	
<b>Total – with Cash Discount</b>	
<b>Total – if paid with Credit Card</b>	

*Building permit applications submitted without complete documentation will not be processed until all information is received.*

*We recommend you review documentation requirements and ask any questions prior to submitting permit application.*