



# Interior Renovations Building Permit Application

**PLEASE PRINT CLEARLY**

Date: \_\_\_\_\_ Type:  Residential  Commercial

The Applicant Is:  Owner  Contractor  Architect

**Site Information:**

Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Legal Description:**

Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ PID \_\_\_\_\_

**Property Owner:**

Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Contractor:**

Company Name: \_\_\_\_\_  
 License / Bond: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

**Describe Work:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Total Job Valuation \$:** \_\_\_\_\_

- *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 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.*

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	Date:	Total Due:
<b>Paid By:</b>	<b>Total Amount Paid:</b>		

<b>Township Use Only</b>
Permit #:
Date:
Permit Fee:
Plan Check Fee:
Investigative Fee:
Plumbing Fee:
Mechanical Fee:
Fireplace Fee:
Water Access Charge:
Sewer Access Charge:
Water Meter Fee:
Lawn Escrow:
Water / Sewer Install:
Other:
Other:
LUP Refund:
Surcharge Fee:
Total:

**\*\* BUILDING PERMITS  
WILL BE PAID FOR AT  
PICK-UP\*\***

Check #:

**STAFF USE ONLY**

**Date Submitted**

**Code Analysis**

Type of Construction	
Use of Building	
Occupancy Group	
Occupancy Load	

<input type="checkbox"/> Owner Verified	<input type="checkbox"/> PID Number on Permit
<input type="checkbox"/> Signed by applicant	<input type="checkbox"/> Business License Verified
	<input type="checkbox"/> Complete

**Septic Compliance**  Completed

<b>Required</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed or, House Built:
	If No, Reason:	

**Electronic Copies**  Completed

<b>Required</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Location:</b>	

**Carefree Country Club Approval**

- Yes
- No

(Only Use if Property is part of Carefree Country Club)

**Application Complete**      **Date**

# PERMIT CHECKLIST

This checklist does not contain all of the requirements of the Minnesota State Building Code or Township Ordinances.

Becker Township and the City of Becker work together to simplify your building project permit process. For your convenience, all building permit paperwork is to be submitted to Becker City Hall. To facilitate your project and the permit process please make sure all components of the application are **completed** prior to submittal. Permitting time will depend on the complexity of the work and the completeness of the document submittals. Please allow up to **three weeks** for review and issuance of the permit

***The following is a list of **required** documents due at the time of submittal. To avoid delay, carefully read all instructions and check each box as you complete, attaching each document. Your application is not deemed complete until all of the following items have been received!***

- Electrical Permits (if required) are given by a state electrical inspector**
- Building Permit Application**
- Septic compliance report or proof of new septic installation (dated within the last 10 years)**
  - Compliance reports are completed at the expense of the homeowner. If you need a compliance report completed, please call a septic installer. If you are unsure if one exists, you can call the City (763-200-4239). Please be aware if your septic system fails the compliance check you will be required to update your septic system within 18 months regardless of moving forward with your building permit application.
- Two (2) paper sets of building plans drawn to scale (see 1.1)**
- Electronic submission of all documents larger than 8.5"x11" to [permits@ci.becker.mn.us](mailto:permits@ci.becker.mn.us).**
  - The subject line of the email shall include the Property Address / PID # and Builder Name
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- 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.
- Please be aware the operation of tracked grading equipment on Town Roads is prohibited per State Statute 169.72**

**Please initial here: (once you have read the building permit, attached all required documents and marked each check box)**

\_\_\_\_\_  
**Initials**

\_\_\_\_\_  
**Date**

Contact City of Becker with any questions (763-200-4239)  
**Submit completed building permit applications to:**

City of Becker, 12060 Sherburne Ave SE, Becker MN 55308  
Hours: Monday – Friday, 8:00AM – 4:30PM

Becker Township website: [www.beckertownship.org](http://www.beckertownship.org)

