Olmsted County Planning Department
Inspections Division
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Rochester, MN 55904
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Building Permit Application

Mandatory Submittal Information

1. 2 copies of site plan including distances from other structures, property lines, public streets, easements, septic tanks, drainfields and all wells
2. 2 sets of drawings with specifications per type of structure
3. Energy calculations (new homes only)
4. Townhome fire sprinkler (new townhome structures only)
5. Other information may be required depending on the scope of work

Site Address:

Township/Section	Subdivision	Block	Lot	Parcel

Applicant (select one):   Property Owner   Contractor/Professional   Other (describe):

Scope of Work

Describe project in detail:

Property Owner

Full Name: Phone: Email:

Address:

General Contractor/Professional

Company Name: Phone: Email:

Contact Name: State License Number: Exp. Date:

Address:

Architect/Designer/Engineer

Company Name: Phone: Email:

Contact Name: State Registration Number:

Address:

Other Contractors

Well Contractor: New Well   Existing Well   Number of Bedrooms including future:

Septic Contractor: New Septic   Existing Septic   Garbage Disposal: Yes   No

Footing Contractor: Poured Wall Contractor:

Trade Contractors

Plumbing/Gas Contractor:

Mechanical/AC Contractor:

Fireplace Contractor & Quantity:

Plumbing Valuation (Materials +Labor):

Mechanical Valuation (Materials + Labor):

Fireplace Valuation (Materials + Labor):

Electrical permitting information can be obtained at https://www.dli.mn.gov

Project Descriptions

Residential (new)

Footing/Foundation

Single Family

Two Family

    Duplex

    Townhome

    Condo

Multi-Family (3 & 4 units)

5 or more units

Garage slab only

Garage

    Number of Cars:

    Attached

    Detached

Residential (existing)

Footing/Foundation

Deck

Addition

Alteration

Garage Addition

    Number of cars:

Commercial (new)

Footing/Foundation

Church/Religious

Hospital/Institutional

Hotel/Motel

Industrial/Warehouse

Office/Bank

Parking Garage

Public Works & Utilities

Recreational

School/Educational

Service/Repair Station

Sign

    Dimensions:

    Height:

    Number of Faces:

    Valuation:

Retail/Customer Services

Commercial (existing)

Footing/Foundation

Addition

Alterations

Fire Sprinkler

Stand-alone Residential

Multiple Use Residential

Commercial

Type of System:

Material Used:

Value of System:

Miscellaneous

Nonresidential building

(accessory structure)

Structures other than buildings

(fences, pools, retaining walls,

carport, etc.)

Other:

Valuation of materials and labor (only for alterations not including change of finished square footage):

Application Number:_____

Related Records:_____

Occupancy Type: Construction Type:

Square Footage:					
Square footage required only for basement finish, additions or new structures)	Above Basement	Basement – Select: Finished Unfinished Semi-Finished Finish Existing	Garage and/or Accessory Structure	Porch and/or Stoop	Deck

Disclaimer and Signature

I hereby apply for a building/zoning permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances of Olmsted County and with the Minnesota Building Codes; that I understand this is not a permit, but only an application for a permit, and work is not to start without a permit; and that the work will be in accordance with the approved plan in the case of work which requires a review and approval of plans.

Applicant Signature: Date:

Zoning Review

Zoning District: _____ Site Plan: _____ Acres: _____

Required Setbacks: Front _____ Side _____ Rear _____ Side Street _____

Comments: _____

Zoning Administrator: _____ Date: _____

Aquifer Review

Well Permit: _____ Well Sealing: _____ Septic Permit: _____

Comments: _____

Well/Septic Inspector: _____ Date: _____

Building Review

Comments: _____

Building Inspector: _____ Date: _____

Application Approved By

Building Official: _____ Date: _____