



BUILDING PERMIT APPLICATION

1685 CROSSTOWN BOULEVARD NW, ANDOVER, MINNESOTA 55304

(763) 755-8700 • FAX (763) 755-8923 • WWW.ANDOVERMN.GOV

Project Address:			
Legal Description	Lot	Block	Development
Owner		Telephone	E-Mail Address
Contractor		License Number	E-Mail Address
Mail Address			
Contact Person		Telephone	Mobile Telephone
Property Type <small>(CHECK ONE)</small>	<input type="checkbox"/> Single Family Residential	<input type="checkbox"/> Two-Family Residential	<input type="checkbox"/> Multifamily Residential
	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional
	<input type="checkbox"/> Townhome	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Public / Gov't
	<input type="checkbox"/> OTHER		
Project Type <small>(CHECK ONE)</small>	<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Remodel / Alteration
	<input type="checkbox"/> Roofing	<input type="checkbox"/> Siding	<input type="checkbox"/> Deck
	<input type="checkbox"/> Basement Finish	<input type="checkbox"/> Moving	<input type="checkbox"/> Garage/Shed <small>Attached or Detached</small>
	<input type="checkbox"/> Pool	<input type="checkbox"/> Demolition	<input type="checkbox"/> OTHER <small>(Describe Below)</small>
Description:		Area: _____	Estimated Building Valuation: \$ _____
		Height: _____	
Signature & Acknowledgement of Contractor or Owner Authorized Agent			Date
Signature & Acknowledgement of Owner (If Owner is Builder)			Date
<i>I hereby apply for a building permit and acknowledge: the information above is complete and accurate; the work will be in conformance with the ordinances and codes of the City of Andover and Minnesota State Building Code; I understand this is not a permit but only an application for permit; work is not to start without permit; work will be in accordance with the Approved Plan when City plan approval required. Separate permits are required for electrical, plumbing, mechanical, fire suppression and required fire alarm systems. This application and any issued permit may become null and void if permit is not issued or work is not commenced within 180 days, or if work is suspended or abandoned for a period of 180 days. I hereby certify that I have read and examined this application. 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>			
BELOW - FOR CITY USE ONLY			
Land Use Zone	Occupancy Group/s	Division	Construction Type
Engineering/Natural Resources Tree Preservation Fee YES <input type="checkbox"/> NO <input type="checkbox"/>	Building Area Basement _____ 1 st Floor _____ 2 nd Floor _____ TOTAL _____	Inspections <input type="checkbox"/> Footing <input type="checkbox"/> Framing <input type="checkbox"/> Foundation <input type="checkbox"/> Insulation <input type="checkbox"/> CMU <input type="checkbox"/> Stucco/Lath <input type="checkbox"/> Poured <input type="checkbox"/> Plbg Final <input type="checkbox"/> Plbg RI <input type="checkbox"/> Mech Final <input type="checkbox"/> Mech RI <input type="checkbox"/> Elect Final <input type="checkbox"/> Elect RI <input type="checkbox"/> Fireplace Final <input type="checkbox"/> Fireplace RI <input type="checkbox"/> Final <input type="checkbox"/> OTHER	Utilities <input type="checkbox"/> City Sewer <input type="checkbox"/> City Water <input type="checkbox"/> Private Sewer <input type="checkbox"/> Private Well
			Natural Resources Approval
Date	Date		Approved for Issuance
			Date

Building Permit Fees

Building permit fees are based on the building valuation determined by multiplying the areas of the building times the per square foot valuations published by Minnesota Department of Labor and Industry [DOLI]. Once the building valuation is calculated, the building permit fee is from the 1997 Uniform Building Code [UBC] Fee Schedule.

Plan review fees are charged when a plan is required and reviewed for compliance with the building code. The plan review fee is 65% of the building permit fee; except for plans that are “similar” in design to a plan that has previously been reviewed at full cost and accepted by the City for repetitive plan review. Then the plan review fee is 25% of the building permit fee.

Depending on the complexity of the work being permitted, various fees may be charged with building permit and plan review fees. Those fees may include:

- **Contractor License Verification**
- **Building Permit State Surcharge**
- **Water Meter & Horn**
- **Water Connection / Inspection Fee**
- **Sewer Connection / Inspection Fee**
- **Water Access Charge [WAC Fee]**
- **Sewer Access Charge [SAC Fee]**
- **Assessments**
- **Sureties Escrows**

And occasionally penalties:

- **Re-inspection Fee**
- **Investigation Fee**
- **Work Without Permit Fee**

The fees associated with building permit issuance are sometimes complex and though consistent may vary widely. For building permit fee estimates, please contact the City Building Inspections Department by telephone at (763)-755-8700 or via e-mail at building@andovermn.gov .