



651-747-3900
3880 Laverne Avenue North
Lake Elmo, MN 55042

WHEN ARE CITY PERMITS NEEDED?

The City requires permits for many types of work to ensure the final product meets all applicable zoning and building codes. The following can be used as a general guide for when a permit is required. Please note that this list is not all-inclusive and does not include all applicable, required State, County, Watershed District, or other jurisdictional permits. This list does not include application requirements. We strongly encourage you to contact City staff at 651-747-3900 if you have any questions regarding the need for a permit.

A Building Permit is required for...

- Building or remodeling a house
- Re-roofing
- Constructing an accessory building more than 200 sq. ft. of floor area
- Installing a fireplace, woodstove, or chimney
- Finishing a basement
- Constructing a garage, or addition
- Replacing window(s)
- Re-siding
- Changing or installing HVAC or plumbing
- Constructing a retaining wall over 4'
- Building a deck or porch
- Completing electrical work –issued through the State of Minnesota eTRAKIT system
- Hooking up to city sewer/water
- Fences over 8 feet in height
- A septic permit from the County will be required for the installation or repair to a septic system

A Driveway Permit is required for...

- New driveway construction
- Reconfiguration or resurfacing of an existing driveway

A Parking Lot Permit is required for...

- Addition, removal, or change in parking surfaces (not including driveways)

A Grading Permit is required for...

- The movement of more than fifty (50) cubic yards of material not in conjunction with a building permit
 - A public hearing is required for the movement of more than 400 cubic yards of material per acre
- Excavation or grading within a wetland, floodplain, or shoreland district
- Creation of new wetlands
- Changing natural drainage patterns in a manner that results in additional water being placed upon adjacent property

A Certificate of Zoning Compliance is required for...

- Accessory structures under 200 square feet
- Erecting a permanent fence
 - Certain exemptions apply - Please review the Fence Handout for details
- Home occupations

A Wireless Communications Permit is required for...

- Wireless Communication Facilities (meeting criteria for administrative review in 150.111)