

Date Received: \_\_\_\_\_  
Received By: \_\_\_\_\_  
Permit #: \_\_\_\_\_



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

## **BUILDING PERMIT APPLICATION**

Project Address: \_\_\_\_\_  
Property Owner: \_\_\_\_\_ Phone # \_\_\_\_\_  
Address \_\_\_\_\_ Email Address: \_\_\_\_\_  
PID # \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

General Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
License #: \_\_\_\_\_ Phone # \_\_\_\_\_  
Email Address: \_\_\_\_\_

Proposed Use: (check one) Dwelling \_\_\_\_\_ Private Garage \_\_\_\_\_ Deck \_\_\_\_\_ Home Addition \_\_\_\_\_  
Finish Basement \_\_\_\_\_ Three Season Porch \_\_\_\_\_ Siding \_\_\_\_\_ Roofing \_\_\_\_\_ Business/Commercial \_\_\_\_\_  
Other \_\_\_\_\_

Description of Project: \_\_\_\_\_  
\_\_\_\_\_

Use and Occupancy: \_\_\_\_\_ Type of Construction: \_\_\_\_\_  
Estimated Value: \_\_\_\_\_

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work has commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of the 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 provision of any other state or local law regulating construction or the performance of construction.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **City Use Only**

Planning: Zoning District: \_\_\_\_\_ Minimum Setbacks Required: Front \_\_\_\_\_ Side \_\_\_\_\_  
Rear \_\_\_\_\_ Road Right of Way \_\_\_\_\_ Other \_\_\_\_\_  
Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Subject to the following conditions: \_\_\_\_\_  
\_\_\_\_\_

Building Inspections: Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Subject to the following conditions: \_\_\_\_\_  
\_\_\_\_\_

Engineering: Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Subject to the following conditions: \_\_\_\_\_  
\_\_\_\_\_

Public Works: Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Subject to the following conditions: \_\_\_\_\_  
\_\_\_\_\_

If you have questions on code items, require inspections or to schedule an inspection call 651-747-3900.



### **Site Plan Minimum Requirements**

As site plan must be submitted with all building permit applications that will increase the size or number of structures on a site. A permit will not be issued until all applicable zoning requirements, including building setbacks and impervious coverage ratios, can be verified upon review of the site plan.

Site Plan for Zoning Applications

Site Plan for Building Permit Application which:

- increases size of main building by 100 square feet or more
- accessory buildings or additions over 100 square feet in size

Must depict:

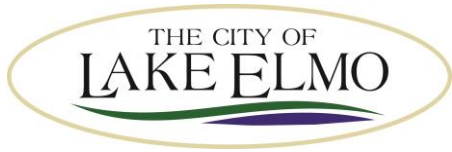
- All property lines
- Principal structure
- Proposed addition/building
- Proposed setbacks for new/expanded building from the nearest property lines
- Driveway location and width (for new garages)
- Calculation of total lot area (square feet) w/impervious surface calculations.

May require (shoreland, floodplain, steep slopes):

- Grading and drainage plan
- Erosion control measures

For lots with ISTS (Wastewater Treatment/Septic Systems):

- Drainfield, tanks, and pipes associated with ISTS
- Setbacks to new/expanded buildings

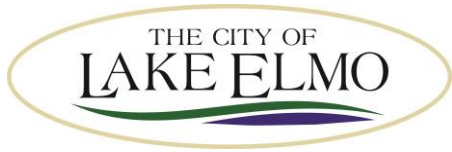


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## Accessory Building Informational Sheet

### For Rural Districts

1. A building permit is required for accessory buildings greater than two hundred (200) square feet. A zoning permit is required for accessory buildings of two hundred (200) square feet or less.
2. Accessory buildings must meet the required setbacks depending on the zoning of the property. Accessory buildings shall not be located within utility and drainage easements. It is the owner's responsibility to verify the location of the property lines.
3. Accessory buildings may not exceed 22 feet in height and shall not exceed the height of the principal structure. Garage doors and other openings shall not exceed 14 feet in height with the exception of buildings used for agriculture.
4. Accessory buildings shall be anchored to a concrete slab, or other methods approved by the Building Department.
5. Accessory buildings shall not be located closer to the front property line than the principal building.
6. No accessory building or use shall be constructed or developed on a lot prior to construction of the principal building except a fish house in the RS – Rural Single Family District subject to restrictions.
7. Allowable number and size of accessory structures is based on lot size.
8. Accessory buildings shall be located at least six (6) feet from the principal structure.
9. The exterior building materials, design and color shall be similar or compatible with the principal building with the exception of domesticated farm animal buildings, agricultural buildings, pole buildings, gazebos, swimming pools and greenhouses.
10. Exempt structures not included in number and size calculations for total accessory buildings allowed include patios, tennis and sports courts, animal structures up to 200 square feet, water oriented accessory structures, unenclosed playhouses, gazebos up to 120 square feet and 12 foot maximum height, swimming pools, patios and detached decks up to 120 square feet in size.



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11. Attached garages must not exceed the footprint size of the principal building.

Lot Size	Maximum Structure Size <sup>a</sup> (square feet)	No. of Permitted Bldgs
under 1 acre	1,200 <sup>b</sup>	1
1 - 2 acres	1,200	1
2 – 5 acres	1,300	1
5 – 10 acres	2,000	2
10 – 15 acres	2,500	2
15 – 20 acres	3,000	2
20 – 40 acres	4,000	2
40+ acres	Unregulated <sup>c</sup>	Unregulated <sup>c</sup>

Notes to Table 9-3

- a. Maximum structure size accounts for the total maximum area allowed for all permitted accessory structures combined.
- b. The 1,200 square foot allowance is for the combined area of the attached and detached accessory structure or residential garage.
- c. To be allowed additional accessory buildings beyond two total buildings, the buildings must be agricultural buildings as defined in §154.213 or clearly serve an agricultural purpose in the judgment of the City.

**Minimum Accessory Building Setbacks (feet)**

	RT	A	RR	RS	RE
Front Yard	30	200	30	30	100
Interior Side Yard	10	200	10	10	15
Corner Side Yard	25	200	25	25	30
Rear Yard	40	200	40	10	15