



PERMIT # _____
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505 WALNUT STREET, SUITE 1 MONTICELLO, MN 55362 City Hall (763) 295-2711  
**Building Inspections** (763) 295-3060 Email: buildingdepartment@MonticelloMN.gov

**NEW CONSTRUCTION APPLICATION**

**Please Print - INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

**SITE ADDRESS:** \_\_\_\_\_ **ZONED** \_\_\_\_\_  
**LEGAL:** Lot \_\_\_\_\_ Block \_\_\_\_\_ Plat \_\_\_\_\_

**Property Owner Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contractor Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**State License #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Eng./Architect Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Plumber Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Mechanical Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

<u>Type of Work</u>	<u>Type of Construction</u>	<u>Building Information</u>
<input type="checkbox"/> New	<input type="checkbox"/> Single Family	Use of building _____
<input type="checkbox"/> Addition	<input type="checkbox"/> Duplex	# of stories _____
<input type="checkbox"/> Alteration	<input type="checkbox"/> Multi-Family	Floor area sq. ft. _____
<input type="checkbox"/> Repair	<input type="checkbox"/> Commercial	Estimated value _____
<input type="checkbox"/> Move	<input type="checkbox"/> Industrial	of construction \$ _____
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____	

**Description of work:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I hereby apply for a permit for construction as described and acknowledge that the information I have provided above is complete and accurate. I agree that the work will be conducted in conformance with the ordinances of the City of Monticello and with the Laws of the State of Minnesota; and that I understand that this application is not a permit and that the work is not to start without a permit. I further understand that the work will be in accordance with the plan that has been approved by the Building Official. I agree that any damage caused to public property including but not limited to curb, sidewalk, public utilities and signs will be repaired at my expense.

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Application Date

**SEE BACK FOR PLUMBING  
 AND MECHANICAL INFO.**

**APPLICANT: Please show fixtures that are applicable.**

<u><b>Fire Suppression : (if applicable)</b></u>	<u><b>Plumbing: (if applicable)</b></u>	<u><b>Mechanical: (if applicable)</b></u>																																																																														
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**FOR CITY USE ONLY**

**Future Owner Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

<b>Tree Ordinance Handout</b>	<b>Yes</b>	<b>No</b>
<b>Other Handouts</b>	<b>Yes</b>	<b>No</b>
_____		
_____		

**ADDITIONAL INFORMATION:**

Valuation: \_\_\_\_\_

Construction Type: \_\_\_\_\_

Occupancy Group: \_\_\_\_\_

Division: \_\_\_\_\_

Square Footage: \_\_\_\_\_

# of Stories: \_\_\_\_\_

# of Residential Units: \_\_\_\_\_

Maximum Occupancy: \_\_\_\_\_

Fire Sprinklers:  Yes  No

Off-Street Parking Covered: \_\_\_\_\_

Off-Street Parking Uncovered: \_\_\_\_\_

**Zoning:** \_\_\_\_\_ / /

**Building Official:** \_\_\_\_\_ / /

Total Due \$ _____
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