



2415 Wilshire Blvd
 Mound, MN 55364
 Phone 952-472-0607
 Fax 952-472-0620

BUILDING PERMIT

Handout Given _____

Lead Handout Given _____

TO BE FILLED OUT BY APPLICANT - INCOMPLETE APPS MAY NOT BE PROCESSED

SITE ADDRESS: _____ **PID:** _____

- 1) Was the home constructed before 1978? (YES , continue with line 2, NO continue without completing EPA Section)
- 2) Will the work disturb ≥6 sq ft of interior painted surfaces or ≥20 sq ft of exterior painted surfaces? (YES go to line 4, NO line 3)
- 3) Are there any windows being replaced? (YES , go to line 4, NO continue without completing EPA Section)
- 4) Has this home been Certified Lead Free? (YES , you MUST Attach Certification Information, NO complete line 5)
- 5) EPA Contractor Certification Number: **NAT** -

PROPERTY OWNER: _____ **Address:** _____

City: _____ State: _____ Zip: _____ Email: _____

Contact Name: _____ Phone: _____

CONTRACTOR: _____ **Address:** _____

City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____

Contractor License No: _____ **Contact Name:** _____ **Phone:** _____

Email: _____

ARCHITECT: _____ **Address:** _____

City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____

Email: _____ **Contact Name:** _____ **Phone:** _____

TYPE OF WORK: <input type="checkbox"/> Commercial <input type="checkbox"/> Residential	<input type="checkbox"/> New Construction	<input type="checkbox"/> Deck	<input type="checkbox"/> Window/Door Alteration
	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Pool	# being replaced _____
EST. VALUATION OF WORK \$ _____ Square feet: _____	<input type="checkbox"/> Finish Basement	<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Misc Other
	<input type="checkbox"/> Remodel	<input type="checkbox"/> Porch	
Detailed Description of Work:	<input type="checkbox"/> Addition	<input type="checkbox"/> Demolition	
	<input type="checkbox"/> Garage-Attached/Detach	<input type="checkbox"/> Misc Other	
	<input type="checkbox"/> Accessory Structure		

Signature of this application by the legal property owner or a licensed contractor, as the owner's representative, is required and authorizes the Zoning Administrator or designee and the Building Official or designee to enter upon the property to perform needed inspections. Entry may be without prior notice. I hereby acknowledge that I have read this application and state that all information is true and correct to the best of my knowledge. I further agree that all work performed will be in accordance with approved plans, specifications and conditions and to abide by all ordinances of the Municipality and the laws of the State of Minnesota regarding actions taken pursuant to this permit. I agree to pay all plan review fees even if I choose not to proceed with the work. Permit expires when work is not commenced within 180 days from date of permit, or if work is suspended, abandoned, or not inspected for 180 days. Work beyond the scope of this permit, or work without a permit or inspection, will be subject to a penalty.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

PRINTED NAME: _____ Owner Contractor Owner's Representative

OCCUP. TYPE: _____	CONST. TYPE: _____	CODE: _____	BLDG SPRINKLED Yes / No		
VALUATION: \$ _____			COPIED		APPROVED
Permit Fee: \$ _____			ZONING		
Plan Review Fee: \$ _____			CITY ENG/DPW		
State Surcharge: \$ _____			PUBLIC WORKS		
Site Inspection Fee: \$ _____				UTIL	TAX
S.E.C. Fee: \$ _____					OTHER
Investigation fee / Other Fee: \$ _____			ASSESSING/UTIL BILL		
Copy Charge (\$.25 per 8.5 x11 page) \$ _____			BUILDING OFFICAL		
License Check (\$5) / Lead Check (\$5) \$ _____					
Sub Total \$ _____					

Special Conditions/Required Setbacks: _____

Building Approval By: _____ **DATE:** _____

Printed Building Approval By: _____ License Verification Lead Verification - Checked By: _____

City Approval By: _____ **DATE:** _____

Information supplied on this form will be considered public according to the MN Government Data Practices Act.
 See reverse side for an important statement regarding Indian Mounds.

OFFICE USE ONLY

Supplemental Information for Building Permits Indian Mounds and Earthwork Sites

Historic Indian burial mounds and/or earthwork sites have been discovered in and around the City of Mound. While many of the sites have been severely impacted by development over the years, they do receive protection under state law. **Penalties are imposed for unauthorized disturbance of Indian burial mounds.** Additional information may be obtained through the Minnesota State Archeologist.

Any formal investigation of a site, including a determination of whether a mound or burial area exists on a subject site, is the responsibility of the property owner or developer. The issuance of permits by the City to do work on a site **does not** relieve the owner or developer of that responsibility.

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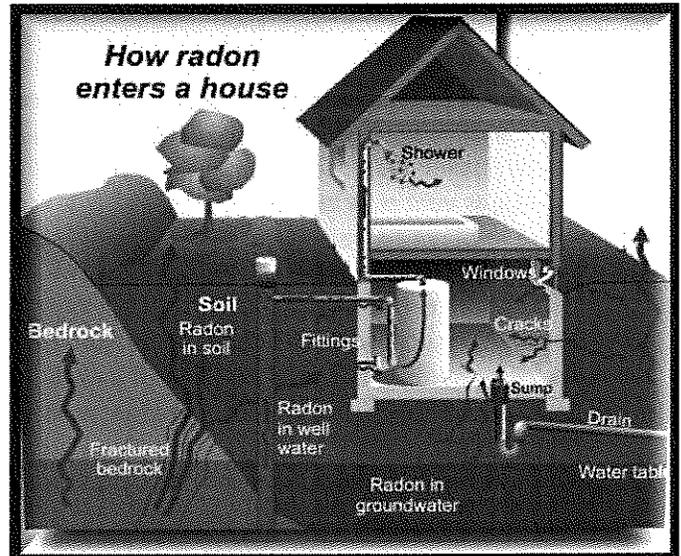
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RADON INFORMATION

- Building Permits are required for radon mitigation systems installed in existing homes. Passive radon systems must be included in all new home plans.
- For new or expanded radon systems in existing homes, along with the completed Building Permit Application, submit:
 - Two copies of plans showing the proposed system design, including:
 - Pipe location
 - Collection design
 - Fan location
 - Additional information may be required by the plan reviewer
- All materials and the installation of all materials must comply with the Minnesota State Building Code and the manufacturers' installation specifications for each product.



PERMIT CARD AND APPROVED PLANS (throughout the project) shall be:

POSTED prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector

INSPECTION REQUIREMENTS:

- **MUST** schedule during office hours **AT LEAST** one business day prior to required inspection. If a specific date and/or time will be required, more notice may be needed – please plan ahead. A re-inspection fee may be charged for failure to cancel an inspection for which you are not ready, or for failure to pass an inspection.
- Office Hours: Monday - Friday • 8:00 a.m. - 4:30 p.m.
- Phone: (952) 442-7520 or (888) 446-1801

Inspections: For a radon mitigation system installed in an existing home, normally only a final inspection is required. For a system installed during new home construction, the rough-in of the system is checked during the under-slab vapor retarder/soil gas membrane inspection and/or the underground plumbing rough-in, and the system final is checked with the building final. See your permit card to determine the inspections required for your particular project.

Warning: The inspector may issue an order to remove materials to verify compliance with the MN State Building Code and manufacturer's installation requirements.

If a re-inspection is required, a re-inspection fee will apply. The permit holder (the signing applicant) or the permit holder's representative must meet the inspector at the site to provide access. The re-inspection will not be conducted if the re-inspection fee is not paid.

Note: The State of Minnesota requires that all residential building contractors, remodelers, roofers, plumbers, and electricians obtain a state license unless they qualify for a specific exemption from the licensing requirements. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the Municipality before a permit can be issued.

Note: To determine whether a particular contractor is required to be licensed or to check on the licensing status of individual contractors, please call the Minnesota Department of Labor & Industry at 651-284-5065 or toll free 1-800-342-5354.

Note: For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: info@mnspect.com.

PROJECT CHECKLIST:

The following is a guideline to assist in compliance with the requirements of the MN State Building Code.

Existing Homes – Active System

- Vent pipe MUST be clearly labeled on each story (including attics and crawl spaces).
- Exhaust pipe of soil suction MUST terminate at least 12" above the surface of the roof and at least 10 feet away from windows, doors, or other openings.
- All vent stack piping shall be ABS or PVC pipe not less than 3" inside diameter, and must be primed and glued at all fittings.
- If radon pipe extends through unconditioned space, it must be insulated with a minimum of R-4 insulation.
- If radon pipe penetrates a fire-rated wall assembly (i.e. garage and house common wall or garage ceiling drywall assembly), penetration is required to be sealed with appropriate fire collar around pipe.
- A radon gas vent pipe fan must be installed, providing a minimum of 50 cubic feet per minute at ½" water column.
- The fan shall not be installed in a location that could positively pressurize any portion of vent pipe located inside conditioned space.
- If installing an exhaust fan outside, the contractor MUST install a fan meeting local building codes for exterior use.
- Electrical connections of all active radon reduction systems MUST be installed according to MN electrical codes.
- An audible alarm, a manometer, or other similar device shall be installed to indicate when the fan is not operating.
- A switch-controlled luminaire and the receptacle outlet near the fan shall be installed according to the MN Electrical Code.
- It is recommended that a post-mitigation radon test be done within 30 days of system installation.

New Construction – Passive System

- Gas permeable material (gravel or sand w/geotextile drainage matting) shall be placed on the prepared subgrade under all floor systems.
- Soil-gas membrane shall be installed on top of gas-permeable material, consisting of 6 mil polyethylene sheeting. Sheeting MUST:
 - ✓ Cover the entire floor area with separate sections that are lapped at least 12".
 - ✓ Fit closely around any pipe, wire, or penetration.
 - ✓ Have punctures or tears sealed using the same kind of material and maintaining 12" lap.
- A "T" fitting shall be installed beneath soil-gas membrane with a minimum of 10' of perforated pipe connected to any two openings of the "T" fitting or by connecting the two openings to the interior drain tile. The third opening of the "T" shall be connected to the vent pipe, a minimum of 3" inside diameter for all piping.
- All "T" fittings, sump lines and vent pipes must be of the same size.
- Floor openings shall be sealed after the installation of the concrete slab(s).
- Concrete joints, construction joints, and joints at the intersection of the foundation and slab shall be sealed.
- Sump baskets connected to interior drain tile and used for the termination point for the vent pipe shall have a sealed and secured sump cover. Sump discharge pipe shall have a backflow preventer installed.
- Vent pipe shall be 3" or 4" ABS or PVC pipe, primed and glued at all fittings. Piping must be located at least 10' away from any window or openings, terminating 12" minimum above roof. Vent pipes in unconditioned space shall be insulated with a minimum of R-4 insulation.
- Vent piping shall be provided with a space around vent pipe for future installation of a fan, minimum 24" in diameter extending a minimum distance of 3 vertical feet.
- Vent pipes shall be identified with at least 1 label on each story and in attics and crawl spaces.

New Construction – Active System

- ALL requirements for a new construction passive system (above) must be met, AS WELL AS THE FOLLOWING REQUIREMENTS:**
- A radon gas vent pipe fan providing a minimum measurement of 50 cubic feet per minute at ½" water column.
- The fan shall not be installed in a location that could positively pressurize any portion of vent pipe located inside conditioned space.
- An audible alarm, a manometer, or other similar device shall be installed to indicate when the fan is not operating.
- A switch-controlled luminaire and the receptacle outlet near the fan shall be installed according to the MN Electrical Code.