



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

BUILDING PERMIT

Handout Given _____

Lead Handout Given _____

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:
 Commercial Residential
 New Construction Deck Window/Door Alteration
 Change of Use Pool # being replaced _____
 Finish Basement Retaining Wall
 Remodel Porch Misc Other
 Addition Demolition
 Garage-Attached/Detach Misc Other
 Accessory Structure

EST. VALUATION OF WORK
 \$ _____

Square feet: _____

Detailed Description of Work: _____

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: \$ _____					
Plan Review Fee: \$ _____					
State Surcharge: \$ _____					
Site Inspection Fee: \$ _____					
S.E.C. Fee: \$ _____					
Investigation fee / Other Fee: \$ _____					
Copy Charge (\$.25 per 8.5 x11 page) \$ _____					
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.

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

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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STUCCO

- Stucco installation, repair or demolition work on any structure is not classified as maintenance work. A building permit for stucco work should be applied for at the municipality hall and will be reviewed by the plan review department.
 - If stucco is currently on the structure and you will be tearing it off and covering the structure with new stucco a building permit is required.
 - If an exterior covering (other than stucco) is currently on the structure and you will be tearing it off and covering with stucco a building permit is required.
 - If stucco is currently on the structure and you will be tearing it off and covering the structure with an alternate exterior covering (other than stucco) a building permit is required for the removal of stucco and repair of any damaged materials. A maintenance permit can be obtained for the replacement material.
- Each address requires a separate permit.
- Along with the completed Building Permit Application, submit:
 - Two copies of plans showing materials and application design, including:
 - Materials list
 - Scope of Work
 - Elevation view showing location of work
 - Additional information may be required by the plan reviewer
- All materials and the installation of all materials must comply with the Minnesota State Residential 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: See your permit card to determine which of the following inspections are required for your project.

- **Initial tear off (demo):** After all existing stucco is removed and before anything is covered.
- **Lath:** After weep screed, paper, and kick-out flashing are applied, **before brown coat**. More than one lath inspection may be required; however, if a project is done in stages and more than three inspection trips are needed, a re-inspection fee may be charged on the fourth inspection visit.
- **Final:** When all work is complete.

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.

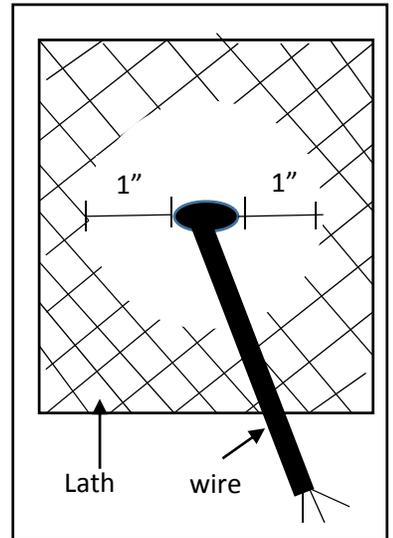
Note: The State of Minnesota requires that all residential building contractors, remodelers, and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department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

- Post address on construction site and visible from the street.
- Installation of exterior plaster shall be in compliance with ASTM C926-98a and ASTM C1063.99 and the provisions of the MN State Building Code.
- Vertical joints in paper shall be lapped at least 6 inches and horizontal joints shall be lapped at least 2 inches.
- Exterior openings shall be flashed to make them weatherproof.
- Weather resistive barriers over wood base sheathing shall include two (2) layers of water-resistant vapor-permeable barrier. Each layer shall meet both of the following requirements:
 - A water resistance not less than that of 60-minute Grade D paper
 - A water vapor permeance not less than that of No. 15 felt.
- Self-furring lath installed over paper and weep screed.
- A corrosion resistant weep screed with a minimum vertical attachment flange of 3 ½ inches shall be provided at or below the foundation plate line on all exterior stud walls. The screed shall be placed at minimum of 4 inches above the earth above the earth or two inches above paved areas and shall be of a type that will allow trapped water to drain to the exterior of the building.
- Stucco must cover, but not extend below the lath and paper for slab on grade construction.
- Fasteners for metal lath must be 6 inches on center at supports and corrosion resistant.
- The building official may require additional inspections.
- Paper must be installed shingle fashion.
- Nailing flanges on windows shall not be accepted as drip-cap flashing unless the Manufacturer's Installation Instructions are provided stating that the flange is acceptable as flashing.
- Exterior penetrations shall be weatherproofed (i.e., windows, deck ledgers, pipe and vent penetrations, etc.). **Weatherproof:** something that can withstand exposure to wind, rain, snow, etc, without being damaged. This is a critical area that needs detailed attention before being covered by stucco.
- Kick-out flashing needs to be installed at wall/roof intersections where the roofline does not extend past the wall.
- Stop bead or stucco stop is required at the intersection of all dissimilar building materials (i.e. wood trim, windows).
- When electrical wiring is penetrating metal lath, there must be an annular space around the wire and lath of 1" (see illustration at right).



FOUNDATION WEEP SCREED INSTALLATION DETAIL

