

# BUILDING/ZONING PERMIT APPLICATION



Office of Clerk/Treasurer • 112 2nd Ave West • PO Box 356 • Lambertton, MN 56152 • (507) 752-7601

Property Owner: \_\_\_\_\_

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

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

City, State Zip: \_\_\_\_\_

Email: \_\_\_\_\_

## PROPERTY INFORMATION

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

Parcel Number: \_\_\_\_\_

Property Type: Residential

Commercial

Industrial

## PROJECT INFORMATION

Type of Project:

New Structure

Alteration/Repair

Addition

\_\_\_\_\_

Dimensions of Project:

Length: \_\_\_\_\_

Width: \_\_\_\_\_

Height: \_\_\_\_\_

Area: \_\_\_\_\_

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

Estimated Construction Cost (including materials and labor): \_\_\_\_\_

**All Building/Zoning Permit Applications must include a detailed site plan drawn to scale.**

### APPLICANT STATEMENT

I hereby apply for a building permit and I acknowledge that the information provided above and on the submitted site plan is complete and accurate and that all work will be in conformance with the approved plan and codes, covenants & ordinances of the City of Lambertton and with Minnesota State Building Codes.

I understand that this is a permit application and work is not to start without a permit.

Application Fee: \_\_\_\_\_



Payment Stamp

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

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

Permit Number: \_\_\_\_\_

This Application has been Reviewed and Approved by:

Public Works Supervisor

Building/Zoning Administrator

The City of Lambertton is an Equal Opportunity Provider and Employer

# **Application for Building/Zoning Permit**

Applications for a Building/Zoning Permit shall be made to the City Clerk together with the required fees as set in the current fee schedule.

## **FILING INSTRUCTIONS**

The application must be fully completed with true and accurate information. The property owners signature is required for all applications. Incomplete applications or applications with insufficient information will delay the processing. Applications shall be submitted to:

City of Lamberton  
112 Second Ave West  
PO Box 356  
Lamberton, MN 56152-0356

## **PROCESS DESCRIPTION**

Completed applications will be examined for compliance with applicable ordinances and laws. The application will then be submitted to the City Council for review and approval. Approval of a Building/Zoning Permit requires passage by a majority vote of the full City Council. Once a Building/Zoning Permit is approved the permit will be mailed to the applicant. Building permits are valid for one (1) year from the date of issue.