



CITY OF BIG LAKE SIDING PERMIT APPLICATION (Residential Projects Only)

CITY OF BIG LAKE

Building Department, 160 Lake Street North, Big Lake, MN 55309
Direct: 763-251-2980 / Fax: 763-263-0133

Date Received by City _____

PROPERTY ADDRESS												
PROPERTY OWNER NAME AND ADDRESS	PROPERTY OWNER PHONE NUMBER											
APPLICANT NAME	APPLICANT PHONE NUMBER											
APPLICANT ADDRESS (Street, City, Zip Code)	APPLICANT E-MAIL											
CONTRACTOR NAME	CONTRACTOR PHONE NUMBER											
CONTRACTOR ADDRESS (Street, City, Zip Code)	CONTRACTOR E-MAIL											
CONTRACTOR'S STATE LICENSE NUMBER/BOND (REQUIRED)	EXPIRATION DATE OF LICENSE/BOND											
BRIEF PROJECT DESCRIPTION	COMPLETED VALUE OF PROJECT (Include labor and materials)											
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Permit Fee</td> <td style="width: 20%; text-align: right;"><u>100.00</u></td> <td rowspan="5" style="width: 50%; vertical-align: middle; padding-left: 20px;"> <i>Accepted forms of payment: Cash, Check (payable to: City of Big Lake) Credit Card (Visa / MasterCard / Discover)</i> </td> </tr> <tr> <td>Surcharge</td> <td style="text-align: right;"><u>1.00</u></td> </tr> <tr> <td>License Check Fee</td> <td style="text-align: right;"><u>5.00</u></td> </tr> <tr> <td>Meter Reader Inspection Fee</td> <td style="text-align: right;"><u>40.00</u></td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;"><u>146.00</u></td> </tr> </table>		Permit Fee	<u>100.00</u>	<i>Accepted forms of payment: Cash, Check (payable to: City of Big Lake) Credit Card (Visa / MasterCard / Discover)</i>	Surcharge	<u>1.00</u>	License Check Fee	<u>5.00</u>	Meter Reader Inspection Fee	<u>40.00</u>	TOTAL	<u>146.00</u>
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TOTAL	<u>146.00</u>											
Signature of Applicant (Owner or Contractor)	Date											

**THE INSPECTION CARD IS TO BE POSTED AT THE PROJECT SITE PRIOR TO COMMENCING WORK
& POSTED SO IT IS VISIBLE FROM THE STREET AND ACCESSIBLE AT TIME OF INSPECTION**

House wrap must be installed per manufacturer's instructions and photos of sealed openings are acceptable and are to be submitted by:

- 1) having available on job site at time of Final inspection; - OR -
- 2) dropping off at City Hall (160 Lake Street North); - OR -
- 3) e-mailing to -- BuildingPermit@Biglakemn.org

FINAL INSPECTION INCLUDES :

-- Compliance with manufacturer's installation instructions, caulking of all penetrations, **posting of house numbers**, and general appearance.

NOTE: When Final Inspection is scheduled, Public Works will be contacted to inspect the meter reader.

MINIMUM 24-HOUR NOTICE IS REQUIRED WHEN SCHEDULING INSPECTIONS
FOR INSPECTIONS CALL: 763-251-2980