



**Residential Remodel/Deck Building Permit Application**

PO Box 254; 100 17<sup>th</sup> Avenue NW,

Glenwood, MN 56334

Phone: 320-634-5433

Building Inspector: Michael Friedrichs 320-377-9029

Site Address \_\_\_\_\_ PID # \_\_\_\_\_

Owner(s) \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Owner's Address (if different from above) \_\_\_\_\_

Approximate starting date \_\_\_\_\_ Estimated total cost of project \$ \_\_\_\_\_

Type of Improvement:  
(Circle those that apply)

Window Replacement Remodel	Re-Side Deck	Re-shingle (If deck or steps, must include site plan)	Egress Windows
-------------------------------	-----------------	--	----------------

If remodeling, describe in detail the work to be done \_\_\_\_\_

If residing, describe type of siding \_\_\_\_\_ If re-shingling, asphalt or steel \_\_\_\_\_

Licensed Contractor's Name \_\_\_\_\_ License # \_\_\_\_\_

Contractor's Phone \_\_\_\_\_

Was this dwelling built before 1979? Yes No

If yes, Lead Certification Number \_\_\_\_\_

Lead Certification verified by \_\_\_\_\_

**If property owner is acting as his/her own general contractor,  
property owner must sign the Licensed Contractor Disclaimer**

(Additional information required on following page)

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and Ordinances governing this type of work will be complied with, whether specified herein or not. The granting of this permit does not presume to give authority to violate or cancel all the provisions of any other State or local laws regulating construction.

**I have identified all property boundaries, easements, flood zones, and/or wetlands existing on the property on my site plan and application.**

The undersigned further agrees the City of Glenwood and its administrative staff relied on the accurateness of this application, plans, and specification relative to this project and holds the City of Glenwood and its employees harmless from all liability arising from the granting of this permit.

**Signature of Owner or Contractor** \_\_\_\_\_

**Zoning Administrator** \_\_\_\_\_

**Public Works Director** \_\_\_\_\_

**Building Official** \_\_\_\_\_

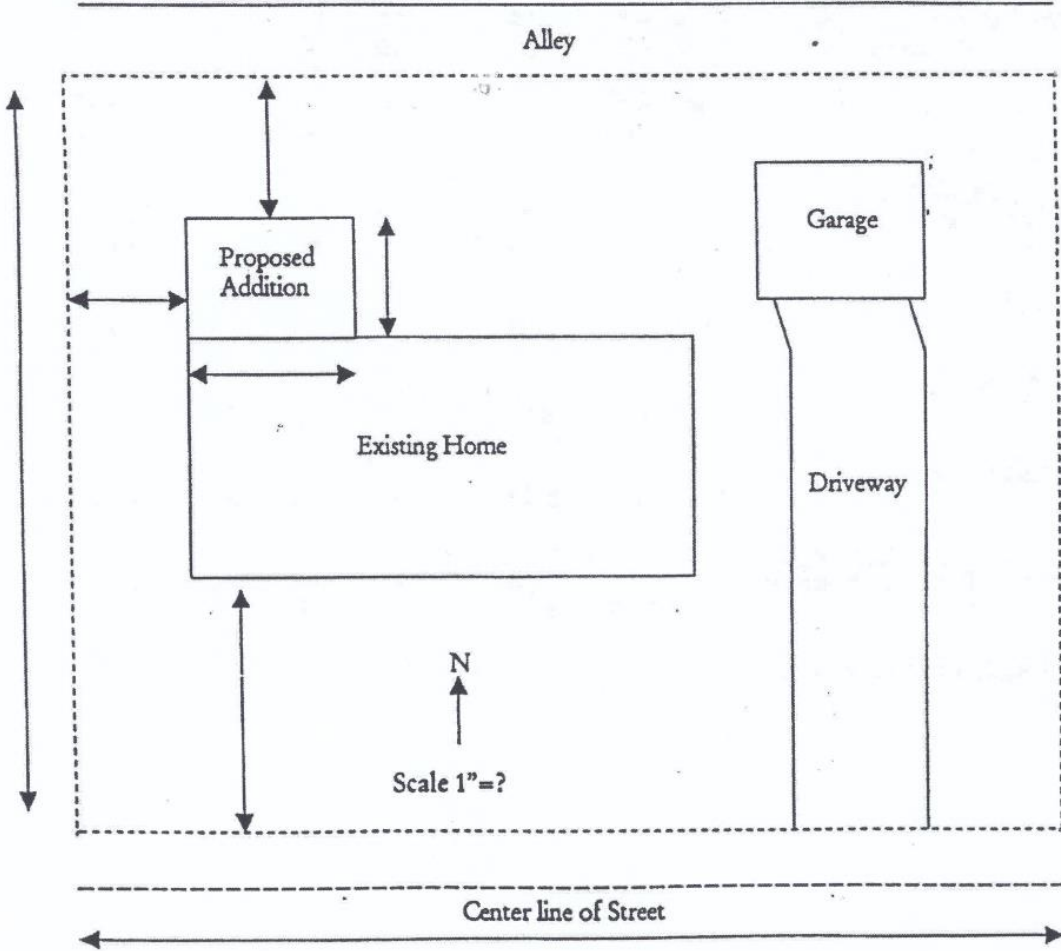
<b>For Office Use Only</b>	
<b>Permit Fee:</b>	<b>Permit #:</b>
<b>Surcharge:</b>	<b>Date Rec'd:</b>
<b>Plan Check:</b>	<b>Total Fee:</b>

**Notice To All Applicants**

A site plan is required with all applications. The site plan should include at minimum:

- Lot Dimensions
- All existing uses and structures within 100 feet of the subject property
- All adjacent streets and alleys
- The dimensions of the proposed footprint of the building with ALL setbacks noted (setbacks include; distance from the property lines, streets and alleys, adjacent structures, ordinary high-water mark, etc. and the structure.)
- All setback requirements are measured to the overhang or outer edge of gutters, not the foundation or sidewall of the building
- Height of side wall, measured from the finished floor elevation to the point at which the sidewall top plate adjoins the rafter
- Height of peak, measured from the finished floor elevation to the top of the peak
- Proposed drainage of storm water run-off away from the proposed structure
- Proposed finished floor elevation of structure

Plans do not need to be professionally drawn but should include all of the information requested. The following sample site plan shows the minimum detail expected so the permit process can proceed smoothly.



Lot, Yard and Density Requirements

