

City of Orono

Building Permit Application for Internal Work (windows, doors, siding, re-roof, etc.)



Mailing Address:
PO Box 66
Crystal Bay, MN 55323-0066

Street Address:
2750 Kelley Parkway
Orono, MN 55356

Main: 952-249-4600 Fax: 952-249-4616 www.ci.orono.mn.us

Permit number:	_____
Date received:	_____
Received by:	_____
Plan review fee:	_____
Total Fee:	_____

This application form must be completed in full and all required information must be submitted.

Incomplete applications will be returned. (Please print)

GENERAL INFORMATION:

Job Site Address: _____

Will this be a Parade of Homes, Remodelers Showcase Home or other Display Home? Yes No

If yes, a special event permit is required with Police Department and City Council approval 60 days prior to the event. Shuttle bus service will be required unless applicant demonstrates sufficient on-site parking is available. Non-permitted events will not be allowed.

CONTRACTOR / APPLICANT INFORMATION:

Name: _____

State License # _____ Expiration Date: _____

Phone: _____ (office) _____ (cell)

Mailing Address: _____ City: _____ ZIP: _____

Contact Person: _____ Applicant is: Contractor / Homeowner (Circle One)

Email and/or Fax: _____

PROPERTY OWNER INFORMATION:

Name: _____

Phone (day): _____

Address: _____ City: _____ ZIP: _____

Email and/or Fax _____

PROJECT INFORMATION:

Type of Project:			
<input type="checkbox"/> Door(s)	<input type="checkbox"/> Remodel	<input type="checkbox"/> Water Damage	Any earth movement may require MCWD review & permits Minnehaha Creek Watershed District (MCWD) 18202 Minnetonka Blvd Deephaven, MN 55391 Phone: 952-471-0590 Fax: 952-471-0682 www.minnehahacreek.org
<input type="checkbox"/> Window(s)	<input type="checkbox"/> Repair	<input type="checkbox"/> Storm Damage	
<input type="checkbox"/> Siding	<input type="checkbox"/> Restoration	<input type="checkbox"/> Other: (specify) _____	
<input type="checkbox"/> Re-roof	<input type="checkbox"/> Fire Damage		

Overall Project Description: _____

Estimated Construction Valuation of Project (excluding land) \$ _____

APPLICANT ACKNOWLEDGEMENT:

<ul style="list-style-type: none"> Agrees to provide all information required or requested by the Building Department; Certifies that the information supplied is true and correct to the best of his/her knowledge. The applicant recognizes that they are solely responsible for submitting a complete application being aware that upon failure to do so, the staff has no alternative but to reject it until it is complete; Some or all of the information that you are asked to provide on this application is classified by State law as either private or confidential. Private data is information which generally cannot be given to the public but can be given to the subject of the data. Confidential data is information which generally cannot be given to either the public or the subject of the data. Our purpose and intended use of this information is to annually update our records and records of other governmental agencies required by law. If you refuse to supply the information, the application may not be issued.
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Applicant's Signature: _____ Date: _____