



COMMERCIAL APPLICATION

Planning and Zoning Administration | 13880 Business Center Drive Elk River, MN 55330

Office: 763-765-4450 | zoning@co.sherburne.mn.us

Property Owner Name: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Parcel ID Number: _____ Lot Area (acres): _____

Legal Description of Property: _____

Contractor Name: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Contractor License # _____

Architect/ Engineer Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Plumbing Contractor: _____ License #: _____

Mechanical Contractor: _____

Septic Designer: _____ License #: _____

Describe Project:

Is property located in the Shoreland District (300' from river or 1000' from lake) Yes No

IF YES, a Shoreland Alteration Permit is required

THE FOLLOWING ITEMS MUST BE SUPPLIED WITH APPLICATION

- Proof of property ownership
- Signed and Stamped Architectural, Structural and Civil plans
- Plumbing Approval Letter from State of Minnesota (DLI)
- Building Code Analysis (Architect)
- Septic design by a licensed septic designer
- Energy Computation
- Energy Code Compliance Certificate
- Stormwater Management Plan
- Legible dimensioned plans drawn to scale, in PDF format **OR** on suitable material, showing plan view, elevations, and cross section of project. Include any tall wall engineering if required
- Where Sherburne County cannot verify setbacks are being met, a survey from a MN licensed surveyor may be required at the applicant's expense

Note: An erosion control inspection/fee may be required prior to issuance of building permit
Private covenants may also apply. Please check with Sherburne County Recorder's office

Site/Building Information

Type of Work: New Addition Remodel

Project Valuation (Excluding Land): _____

AGREEMENT: I hereby certify that the information herein is correct and agree to do the proposed work in accordance with the submitted documents, provisions of the Sherburne County Ordinance, and the Minnesota State Building Code. I further agree that any plans and specifications submitted herewith shall become a part of this permit application. I also understand that by applying for this permit, I grant the zoning authority access to the above property for inspections throughout the application and permitting process.

Signature of Owner: _____ Date: _____

Printed Name of Owner: _____

Signature of Contractor: _____ Date: _____

Printed Name of Contractor: _____