



NEW HOME APPLICATION

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

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

Contractor Name: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Contractor License # _____

Property Owner Name: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

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

Legal Description of Property: _____

Plumbing Contractor: _____ License #: _____

Septic Designer: _____ License #: _____

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

IF YES, a Shoreland Alteration Permit is required

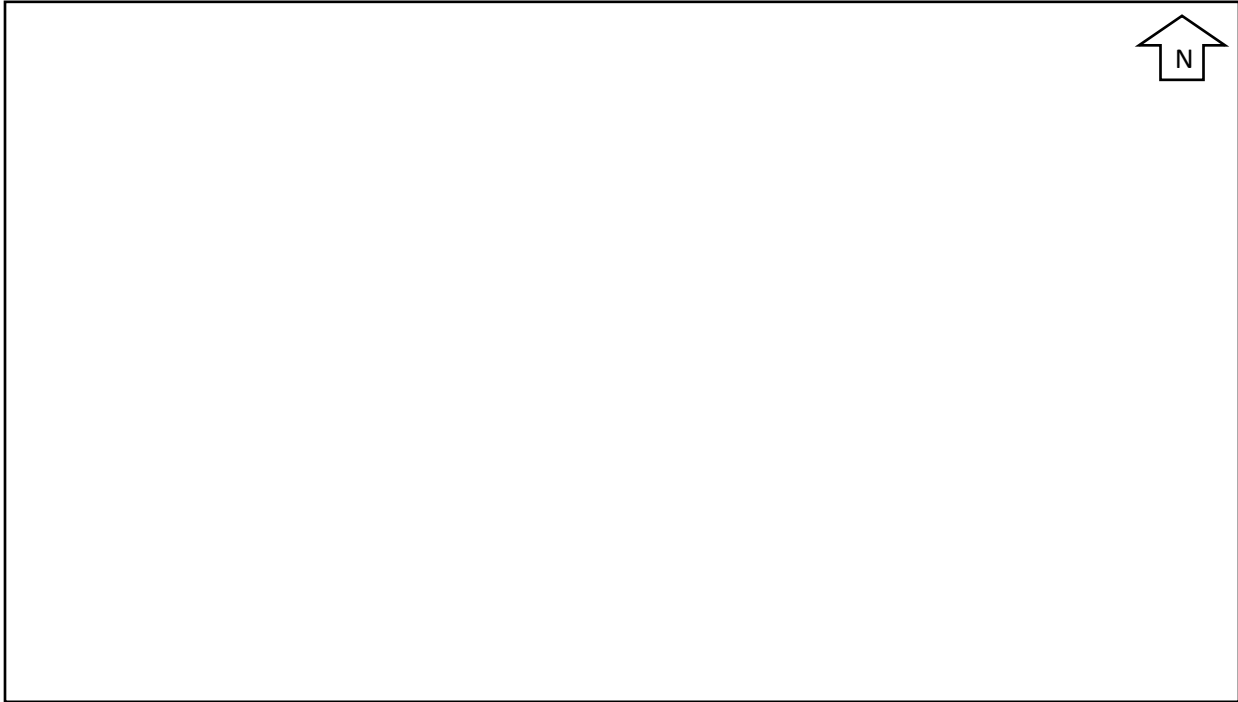
THE FOLLOWING ITEMS MUST BE SUPPLIED WITH APPLICATION

- Proof of property ownership
- House staking certificate by a registered land surveyor (see requirements on supplement)
- Septic design by a Minnesota licensed septic designer
- One soil boring done within the house pad to determine elevation of redoximorphic features
- Energy Code Compliance Certificate
- Legible dimensioned plans drawn to scale, in PDF format **OR** on suitable material, showing elevations, plan view, and cross section of project. Include any tall wall engineering if required
- Road access permit: If driveway is on county road contact Sherburne County Public Works **OR** If driveway is on township road contact township clerk (Baldwin, Blue Hill, Clear Lake, Haven, Livonia, Orrock, Palmer or Santiago Township)
- 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 DRAWING

See example on supplement page



New Home Information

Basement Finish: Full Finish Rough-in (framed w/plumbing and HVAC) Unfinished
of Bedrooms: Finished _____ Future _____ # of Bathrooms: Finished _____ Future _____
Fireplace: Gas Wood None Porch: Yes No Deck: Yes No

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: _____