

City of Watertown  
 309 Lewis Ave S, PO Box 279  
 Watertown, MN 55388  
 Phone (952) 955-2681 Fax (952) 955-2695

**PERMIT APPLICATION**  
**Date Received**  
 \_\_\_\_\_

Re-Roof # \_\_\_\_\_  
 Re-Siding # \_\_\_\_\_  
 Window Replacement # \_\_\_\_\_  
 Date Issued \_\_\_\_\_ Receipt # \_\_\_\_\_

GOVERNMENT DATA PRACTICES ACT – TENNISON WARNING: The data you supply on this form will be used to process the permit you are applying for. You are legally required to provide the data, but we will not be able to process the permit without it. The data will constitute a public record if and when the permit is granted.

Site Location \_\_\_\_\_ Date \_\_\_\_\_  
 Applicant/Contractor Name \_\_\_\_\_ Phone # \_\_\_\_\_  
 Address \_\_\_\_\_ Contractor License # \_\_\_\_\_  
 E-mail Address \_\_\_\_\_ Phone # \_\_\_\_\_  
 \*Lead Cert # \_\_\_\_\_

Type of Work:  Residential  Commercial Valuation of Work \$ \_\_\_\_\_

Permit Type:  
 Storm Damage  Addition/Alteration  
 Building Re-Roof  Building Re-Side  Building Window Replacement  Other \_\_\_\_\_

Description of Work \_\_\_\_\_  
 \*Is the home pre-1978?  Yes  No \*Does the project require lead remediation?  Yes  No

Signature of this application by the legal property owner or a licensed contractor, as the owner's representative, is required. I acknowledge that the information above is complete and accurate and the work will be done in accordance with the approved plans, specifications and conditions. I agree to abide by all ordinances of the City of Watertown and with the MN State Building Code. I understand this is not a permit but an application for a permit and work is not to start without a permit.

\*Print Name \_\_\_\_\_ Signature \_\_\_\_\_  
 Signature of (please check one):  Owner  Contractor  Other  
 \*This will serve as my electronic signature

**Office Use:**

Valuation \$ \_\_\_\_\_  
 Permit Fee \$ \_\_\_\_\_  
 Plan Review \$ \_\_\_\_\_  
 State Surcharge \$ \_\_\_\_\_  
 SEC/IP Deposit \$ \_\_\_\_\_  
 Site Inspection Fee \$ \_\_\_\_\_  
 Lead Surcharge \$ \_\_\_\_\_  
 Water Hook-up Fee \$ \_\_\_\_\_  
 Sewer Hook-up Fee \$ \_\_\_\_\_  
 Sewer Inspection Fee \$ \_\_\_\_\_  
 Water Inspection Fee \$ \_\_\_\_\_  
 Water Meter \$ \_\_\_\_\_  
 Storm Water Fee \$ \_\_\_\_\_  
 Park Dedication Fee \$ \_\_\_\_\_  
**Sub Total** \$ \_\_\_\_\_  
 Other \_\_\_\_\_ \$ \_\_\_\_\_  
 Other \_\_\_\_\_ \$ \_\_\_\_\_  
**TOTAL DUE** \$ \_\_\_\_\_

**Inspections:**

Site   
 Footing/Foundation   
 Framing   
 Insulation   
 Wallboard   
 Reroof/Photos   
 Reside/Photos   
 Stucco   
 Cultured Stone   
 Other \_\_\_\_\_   
 Final

**Approvals:**

Planning \_\_\_\_\_  
 Engineering \_\_\_\_\_  
 Public Works \_\_\_\_\_  
 Fire \_\_\_\_\_

Construction Code:  IBC  IRC  
 Code Year \_\_\_\_\_  
 Const. Type/Occupancy \_\_\_\_\_  
 Sq. Ft. Finished \_\_\_\_\_  
 Total Square Footage \_\_\_\_\_  
 Sprinklers \_\_\_\_\_  
 Zoning District \_\_\_\_\_  
 Floodplain Elevation \_\_\_\_\_  
**Setbacks:** Actual Required  
 Front \_\_\_\_\_  
 Rear \_\_\_\_\_  
 Side \_\_\_\_\_  
 Side \_\_\_\_\_

Block \_\_\_\_\_, Lot \_\_\_\_\_  
 Addition \_\_\_\_\_  
 PID # \_\_\_\_\_

Permit Approved By: \_\_\_\_\_

Date Approved: \_\_\_\_\_