

General Guidelines For all Residential Permit Types

Refer to handouts for specific construction project for detailed information

BUILDING PERMITS

1. Two sets of complete construction plans. One set will be returned with comments/corrections.
2. Two sets of the proposed grading plan/survey. See grading plan handout for requirements. Include the building setbacks on the grading plan/survey.
3. Submit a copy of the HOA/Architectural Review Board approval if applicable.
4. Building permit applications must be signed and filled out completely. Any pertinent information that is not filled in will cause the application to be rejected.
5. Copy of current Minnesota contractor's license.
6. Copy of current EPA Lead Certificate.
7. When the building permit is ready to be picked up, we will contact you.
8. The Building permit, inspection sign off card and the City approved plans must be posted on the job site.
9. All construction sites must have the house number clearly marked from the start of construction. This is an emergency response safety requirement.

MECHANICAL - HVAC – PERMITS

A complete and signed Mechanical application and a City Contractor's License are required.

PLUMBING PERMITS

A complete and signed Plumbing application and a copy of current State Plumbing Contractor's License are required.

SEWER & WATER PERMITS

A complete and signed Plumbing permit application and a City Contractor's License are required.

ELECTRICAL PERMITS

Stillwater does not process electrical permits or perform electrical inspections.

Electrical Permits are issued by the
MN Board of Electricity (651) 284-5064 www.dli@state.mn.gov

Stillwater Area Electrical Inspector is Erik Mead (763) 269-5828

**Zoning, Setback, Fence Permits*, Sign Permits*, Storage Sheds,
Variances, Special Use Permits call the Planning Department at 651-430-8820**

Grading/Site Plans/Hook-Up to City Sewer and Water call the Engineering Department:

Shawn Sanders, City Engineer	(651) 430-8835
John Jurek, Engineering Technician	(651) 430-8832
Engineering Technician	(651) 430-8833

* Requires a City Contractor's License