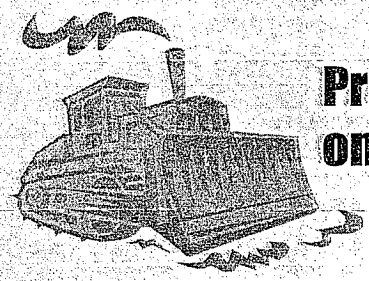

Project disturbing one acre or more?

Don't Forget

Get your construction stormwater permit from the MPCA before construction begins

Help protect Minnesota's water resources

Minnesota Pollution Control Agency

www.pca.state.mn.us/water/stormwater/stormwater-c.html
Customer Assistance Center - Voice 651-297-2274 or 800-646-6247
TTY 651-282-5332 or 800-657-3864

FOR OFFICE USE ONLY		
	Permit # _____	Trunk Fee _____
	PID # _____	Permit Fee _____
	Date Recd _____	WAC/SAC _____
	Zoning District _____	Surcharge _____
		Plan Check _____
		1" Meter _____
		Total Fee _____

City of Avon
PO Box 69 Avon MN 56310
PH (320) 356-7922 FAX (320) 356-2259

Commercial Permit Application

1. Site Address _____, Avon MN 56310
2. Owner(s) _____ Daytime Phone _____
3. Owner's Address (if different from above) _____
4. Legal Description of Site:
   Note*If unknown, please refer to property tax statement or ask Zoning Administrator

   Lot _____ Block _____ Addition _____
5. Type of Improvement

   Build _____ Addition _____ Remodel _____ Roof Only _____ Other _____
6. Describe in detail work to be done _____

   _____

   _____
7. Building Covering Material(s), (If applicable) _____
8. Approximate Start Date _____
9. Estimated Cost of Project (Including Materials & Labor): $ _____

Additional Information Requested on Reverse

10. Type of Construction:

On Site _____ Modular _____ Prefabricate _____ Other _____ (Explain)

11. Dimensions of Structure: _____

12. Number of Stories in Structure (s) _____

13. Please Provide the Following: (If Applicable)

General Contractor _____ PH: _____

Plumbing Contractor _____ PH: _____

Mason & Concrete Contractor _____ PH: _____

Heating & Venting Contractor _____ PH: _____

Excavation Contractor _____ PH: _____

Sprinkler Contractor _____ PH: _____

14. All Setback Measurements must be measured from building line (lot line). **Please provide the Zoning Administrator with a copy of a survey or documentation that states the square footage or lot dimensions.**

Front Yard Setback _____ Rear Yard Setback _____ Side Yard Setbacks _____/_____

Total Lot Size (square footage) _____ Total Impervious Area (%) _____

Impervious area includes: any area that water cannot saturate through.

THE CITY OF AVON REQUIRES A STORMWATER PLAN ON COMMERCIAL PROJECTS

Required Forms & Items to Return with Application:

SITE PLAN
FULL SIZE SET OF CONSTRUCTION PLANS
ONE SMALL SET OF CONSTRUCTION PLANS ON 8 ½ x 11 FOR FILE

Your application will be denied until all above items are provided.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of Laws and Ordinances governing this type of work will be complied with whether specified herein or not. I have identified all property boundaries, easements, flood zones, and/or wetlands existing on the property on my site plan and application. The undersigned further agrees the City and its' administrative staff relied on the accurateness of this application, plans and specifications relative to this project and holds the City of Avon, and its employees harmless from all liability arising from the granting of this permit.

_____ _____

Authorized Signature of Owner or Contractor **Building Official**

_____ This Permit Expires One Year From:

Zoning Administrator _____

CITY OF AVON

PO Box 69
Avon, MN 56310

office: 320.356.7922
fax: 320.356.2259

Attachments to the City of Avon Building Permit Applications:

1. Does this permit application involve the placement of a NEW access point onto a city street or a county road?

   _____ Yes _____ No

   If you answered "Yes," please refer to Chapter 21, Subd. 12, General District Provisions in the City of Avon Zoning Ordinance.

   I understand that any street access work that is done on my property will require the approval of the City of Avon.

   _____ _____

   Contractor/Property Owner Date

2. I have attached a stormwater plan, which is required on commercial projects.

   _____ _____

   Contractor/Property Owner Date

CITY OF AVON

PO Box 69
Avon, MN 56310

office: 320.356.7922
fax: 320.356.2259

Landscape/off premise damage escrow of $2,000 to be held by the City until all waivers are signed off and approved by the City. I understand this $2,000 escrow deposit will be used if the City needs to make any repairs or do any landscaping work on said property OR any adjacent properties affected by this construction. If the amount of repairs exceeds the escrow deposit the charges will immediately be billed to me and/or assessed to my property.

RE: _____ _____
Property Address Date of Certificate of Occupancy

_____ _____
Owner/Contractor Date escrow deposit paid

STREET/SIDEWALK/CURB WAIVER

I hereby certify that I have inspected the street/sidewalk/curb in the area of my property and I agree that it is in new condition prior to any construction being done on my property. I also hereby certify that I am aware that if the street/sidewalk/curb in front of my property or the sidewalk of the adjacent properties is damaged during the construction of my home, that I will be fully responsible for any and all costs that the City of Avon may incur to repair the street/sidewalk/curb.

_____ _____
Signature of Owner or Contractor Date

INSPECTION

I hereby state that prior to the ***commencement*** of construction at the property located at the above address, I have inspected the street/sidewalk/curb in the general area of this property and it is in _____ condition (attached photos/further explanation if necessary).

_____ _____
Signature of Public Works Department Date

I hereby state that at the ***conclusion*** of construction at the property located at the above address, I have inspected the street/sidewalk/curb in the general area of this property and it is in _____condition (attach photos/further explanation if necessary).

_____ _____
Signature of Public Works Department Date

EROSION CONTROL

I understand that a rock entrance to the property needs to be put down to eliminate dirt and mud from being tracked on to the city streets and also that no material of any kind will be allowed to be placed on any other lot. All black dirt, gravel, etc. needs to be disposed of properly. Dust control practices must be in place and any affected streets need to be cleaned and swept. The public works department will determine where sediment control will be required. It is the property owner's responsibility to place the sediment control where it is required and anywhere it may be needed. This includes, but is not limited to, silt fence, fiber/straw logs or rock logs. Inlet protection is required for the catch basins near the property and are the property owner's responsibility. Installation, maintenance and cleaning the storm water inlet protection structures will be my responsibility.

_____ _____

Signature of Contractor or Property Owner Date

INSPECTION

This property has been inspected and all erosion control practices have been followed and this property is in _____ condition.

_____ _____

Signature of Public Works Department Date

****

ELEVATION WAIVER

I hereby certify that the elevation for said property is at _____(elevation). The elevation has been measured from the floor level of the garage. This elevation is in full compliance with the City of Avon's plat.

_____ _____

Signature of Owner/Contractor Date

The above elevation level has been approved by the City of Avon.

_____ _____

Zoning Administrator Date

GRADING CHANGES

No sod, soil, sand, or gravel may be sold or removed from any part of the property, except for the purpose of excavating for the construction or alteration of a building or structure on the property, or for the proper grading thereof, and any excess soil remaining from excavation or grading, and not otherwise used by the owner in the improvement of the owner's own site must be removed by the owner. The elevation of a lot may not be changed

so as to materially affect the surface elevation of surrounding lots. The owner of any land subject to this ordinance will be responsible for the drainage of surface waters from their part of the property other than by natural watercourses. I hereby certify that I have read and examined this application and understand that I will be solely responsible for any damage/drainage problems that arise from the alteration of the original grading on the property.

_____ _____

Signature of Contractor/Owner Date

INSPECTION

All grading has been inspected and approved by the City of Avon.

_____ _____

Signature of Public Works Department Date

****

LANDSCAPING

I agree that either sod or grass seed will be in place within a year from the date of the Certificate of Occupancy on this property.

_____ _____

Signature of Owner Date

INSPECTION

This property has been inspected and has either sod or seed in place.

_____ _____

Signature of Public Works Department Date

Commercial Projects including but not limited to New Commercial Construction, Additions, Major Remodeling, Changes of Occupancy

Step 1. Use Minnesota Rule Table 1800.5800 to determine if design professional is **REQUIRED** and verify with Building Official

Step 2. If determined a design professional IS required the following information must be submitted with permit application

Plans stamped by Design Professional licensed to do business in the State of Minnesota with a complete code analysis
Site plan (civil engineering maybe required if determined by city or Building official)
Architect to spell out Special Inspections (as per building code)
Structural design (structural engineer)
Mechanical design (mechanical engineer)
Plumbing design (approved by Environmental Services)
Energy Code Calculations
Accessibility Drawings
Ventilation calculations 7676 Energy Code
Sprinkler Plans approved by the State
Any other plans required based on building code

If a design professional is not required at a minimum the highlighted areas need to be submited with permit application

Time must be given for proper application and plan review. City zoning and building official have 30 working days to respond in writing the status of a permit. However normal turnaround time is under 2 weeks.

TABLE 1800.5800 ATTACHED 4-5-07

To use table 1800.5800, a person needs to determine the occupancy.

Some examples are but not limited to

A	assembly	nonexempt	you cannot design
B	business	office <2250 gsf	you can design
		Small business <1000 gsf	you can design
E	educational	you cannot design	
F	factory	1 story <3000 gsf	you can design
H	hazard	you cannot design	
I	institutional	you cannot design	
M	mercantile	2 story <1500gsf	you can design
R 1	4 units or more	you cannot design	
R 3	you can design		
S 1	storage	you cannot design	
S 2	storage	<5000gsf	you can design
S 3	storage	you cannot design	
S 5	storage	<3000gsf	you can design
U	utility	call me	

Use this as a reference you can always call me

Dan Marthaler #320-249-7533

1800.5800 CLASSES OF BUILDINGS.

M.S.B.C Occ'y Group		Use	No. Stories and Basement	Maximum Gross Square Footage (GSF)
A	1	Assembly - 100 or more persons w/stage	NONEXEMPT	
	2	Assembly - less than 1000 persons, w/stage		
	2.1	Assembly/Educ. - 300 or more persons w/o stage		
	3	Assembly/Educ. - less than 300 persons w/o stage		
	4	Assembly - Stadia, Reviewing Stands, Etc.		
B		Business - Office, Service (other than group H occupancies below)	2-story and basement	2250 GSF
		Business - Dining/Drinking less than 50 persons (other than group A occupancies above)	1-Story, no basement	Seating for not more than 20 persons or 1000 GSF
E	1	Educational, 50 or more persons through 12th grade for more than 12 hrs/week or 4 hrs/day	NONEXEMPT	
	2	Educational - Less than 50 persons through 12th grade form more than 12 hrs/week or 4 hrs/day		
	3	Educational - Day care for more than 6 persons		
F	1	Factory/Industrial - moderate hazard	NONEXEMPT	
	2	Factory/Industrial - low hazard	1-story, no basement	3000 GSF
H	1	Hazardous - explosive hazard	NONEXEMPT	
	2	Hazardous - moderate explosive hazard		
	3	Hazardous - high fire or material hazard		
	4	Hazardous - repair garage (other than group S-3 occupancies)		
	5	Hazardous - aircraft hanger/heliport (other than group S-5 occupancies)		
	6	Hazardous - semiconductor fabrication w/hazardous production material		
	7	Hazardous - other health hazard		
I	1.1	Institutional - full time nurseries for children under 6 years of age, hospitals, sanitariums, nursing homes, and similar buildings (each accommodating more than 4 persons)	NONEXEMPT	

M.S.B.C Occ'y Group		Use	No. Stories and Basement	Maximum Gross Square Footage (GSF)
I cont.	1.2	Institutional - detoxification centers, homes for children 6 years of age or over (each accommodating more than 5 persons)	NONEXEMPT	
	2	Institutional - nursing homes, homes for children under 6 years (each accommodating more than 4 patients or children)		
	3	Institutional - mental hospitals, jails, sanitariums, etc.		
M		Mercantile - retail/wholesale display and sales	2-story, basement	1500 GSF
R	1	Residential- hotels, apartment houses/ condominiums (4 units or more), and congregate residences (each accommodating more than 10 persons)	NONEXEMPT	
	3	Residential - dwellings, lodging houses, attached single-family dwellings/ townhomes, and congregate residences (each accommodating 10 persons or less)	EXEMPT	
S	1	Storage - Moderate Hazard (Other than Group S-2 or Group H Occupancies)	NONEXEMPT	
	2	Storage - Low Hazard and Noncombustible	1-Story,No Basement	5000 GSF
	3	Storage - Repair Garage and Parking (Other than Group S-4 Occupancies)	NONEXEMPT	
	4	Storage - Open Parking Garage		
	5	Storage - Aircraft Hangers and Helistops	1-Story, No Basement	3000 GSF
U	1	Utility - Private Garages, Barns, Carports, Sheds, and Agricultural Buildings (see 1800.5200 Subd. 2 Statutory Exception above)	1-Story, No Basement	1000 GSF
	2	Utility - Fences Higher then 8' 0", Tanks and Towers	NONEXEMPT	
Mixed Use or Occupancy		NONEXEMPT Exception: Buildings containing only R-3 and U occupancies may be considered exempt subject to the limitations listed above. See MSBC for further information regarding buildings of mixed use or occupancy.		
Buildings and Structures requiring special inspections in accordance with MSBC		NONEXEMPT Exception: exempt buildings and structures requiring special instructions for limited structural elements may be considered exempt for the purposes of architectural design only. Those limited structural elements requiring special inspections shall be designed by an engineer licensed and practicing pursuant to Minnesota Statutes, section 326.03 to 326.15.		