

PERMIT APPROVAL (For Office Use Only)

Building Official

Zoning Administrator

Date

Date

BUILDING PERMIT ISSUED _____ **20** _____

BUILDING PERMIT NUMBER: _____

Site Plan Attached Architechtrual Plans Attached

ADDITIONAL PERMITS: NA

BUILDING:

REQUIRED:

Plumbing No Yes Submitted
Mechanical No Yes Submitted

ZONING:

REQUIRED:

Sign No Yes Submitted
Variance No Yes Submitted
CUP No Yes Submitted
Wetland No Yes Submitted
HOP No Yes Submitted
Site Plan Rev No Yes Submitted
Re-zoning No Yes Submitted

COUNTY:

New Septic No Yes Submitted

STATE:

Electrical No Yes Submitted

ENGINEERING:

Grading No Yes Submitted
New Water No Yes Submitted
New Sewer No Yes Submitted
Utility Disconnect
(DEMOLITION) No Yes Submitted

STORMWATER:

New Utility No Yes Submitted
Adjustment No Yes Submitted

Comments/Notes



IMPORTANT NOTICE

City of Cloquet

Official Notice of Building Department Inspection Service Procedures

This handout is intended to inform permit holders of required inspections and also gain compliance with the requirements of the Minnesota State Building Code.

Inspectors from this department will be available for conference, or to receive phone calls, between the hours of 8:00 A.M. and 9:00 A.M., Monday through Friday, or as available throughout the remainder of the day. Inspections will normally be performed between the hours of 9:00 A.M. and 4:30 P.M. by appointment. Requests for inspections received between the hours of 8:00 A.M. and 9:00 A.M. can sometimes result in the inspection being scheduled for the same day after 9:00 A.M. It is preferred, however, that requests be submitted at least 24 hours before the inspection is needed. Any request received after 9:00 A.M. may have to be scheduled for the following day, depending upon the level of activity. No inspections will be scheduled between the hours of 8:00 A.M. and 9:00 A.M.

No inspection will be made unless an appropriate permit for such work has previously been obtained. Work requiring inspection should be complete at the time of the inspection. A re-inspection fee of \$45.00 may be charged if the work is not ready at the time of inspection. This fee would not apply for re-inspection required as a result of needed corrections.

Your cooperation in observing these procedures will eliminate the necessity of recalls, and will enable this department to provide better service. The telephone number to use when calling for inspections is 879-2507.

Matt Munter
Building Official / Code Enforcement

Required Inspections

- _____ Footings or Slab Forms (before concrete is poured)
- _____ Framing
- _____ Plumbing (before concrete is poured or wallboard is applied)
- _____ Insulation/Vapor Retarder (before wallboard is applied)
- _____ Roof Underlayment (before shingles are applied)
- _____ Wallboard (before taping)
- _____ Other (special inspections, as required by Code) _____
- _____ Final (when the job is complete)

A CERTIFICATE OF OCCUPANCY (if applicable) WILL ONLY BE ISSUED IF THE REQUIRED INSPECTIONS LISTED ABOVE HAVE BEEN PERFORMED AND THE INSPECTION RECORD CARD SIGNED BY THE APPROPRIATE AUTHORITY.