

Date Received:

Permit #:

# Bridgewater Township

500 Railway Street, P.O. Box 246, Dundas, MN 55019  
Phone: 507-645-1656 Email: [bridgewaterpermits@gmail.com](mailto:bridgewaterpermits@gmail.com)

## Building Permit Application Check List

**Notice:** Please review and follow the check list to avoid any delays in the permit process.

The following information must be included in the permit application for the permit to be considered.

1. **Permit Application**
2. **Survey or Site Plan \***
3. **Building Plans (two sets of full size plans or electronic set)**
4. **Erosion Control Plan (if applicable)**
5. **Truss Specs (if applicable)**
6. **Septic System Permit/Design (for new home)**
7. **Septic System Certificate of Compliance (bedroom addition)**
8. **Driveway Permit from roadway authority (for new home)**

### General Information

**General Zoning:** All zoning requirements must be met.

\*Please consult town staff to determine if a survey is required prior to building permit submittal, particularly if the property is less than 5 acres in size; in a floodplain or shoreland overlay area; is for a non-residential use or if the feature to be constructed is not at least twice the distance to a required setback line.

Separate permits are required for plumbing, heating, fireplace installation, electrical work and installation of the septic system.

**Electrical wiring:** All electrical must be inspected and approved by a state electrical inspector. Contact Minnesota Electrical Inspector Randy Edel at 507-334-3748 from 7:00am to 8:30am, Monday through Friday, to schedule an inspection or to answer your electrical questions.

**Driveway Permits:** Driveway permits may be required for access to state, county, or township roads.

**A Certificate of Occupancy** is required before a new home can be occupied. All the required inspections must be completed and approved .

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## Building Permit Application

Notice: This is an application only. Permit will be issued after approval and payment of fees. Work is not authorized to begin prior to issuance. Submit application to Bridgewater Township.

TYPE OF APPLICATION				
New Home	Addition	Garage	Deck	Interior Remodel
PROPERTY INFORMATION				
Street Address:				
Property Identification Number (PID#):				
APPLICANT/CONTRACTOR INFORMATION				
Name:		Business Name:		
Address:		State:	Zip Code:	
City				
Telephone:		Email:		
Contact:				
OWNER INFORMATION (if different from applicant)				
Name:		Business Name:		
Address:				
City		State:	Zip Code:	
Telephone:		E-mail:		
Contact:				

Description of Project:

Valuation including labor and materials:

I hereby certify with my signature that all data contained herein and all supporting data are true and correct to the best of my knowledge:

Signature:

Date:

## Site Plan

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Note: The site plan shall show all existing structures, proposed structures, sewer systems, wells, and driveways. Include all distances from lot lines, roads, shorelines (if in the shoreland area) and the distance between buildings.

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## General Contractor and Sub-Contractor List

*Identify all General Contractors and Sub-Contractors to be performing work on this property:*

Project Address:

Parcel ID:

Name:	Phone Number:	License Number:
A. Architect or Engineer:		
B. General:		
C. Excavator:		
D. Masonry:		
E. Carpentry:		
F. Roofing:		
G. Insulation:		
H. Sheetrock:		
I. Plumbing:		
J. Heating:		
K. Septic:		
L. Well Driller:		
M. Electrical:		

*I, the undersigned, do hereby agree, in the case that a permit is granted, that all work shall be done and all materials that are used shall comply with the plans and specifications herewith submitted, and with all ordinances and building codes.*

Signature of applicant

Date

# Property Owner Waiver

## Minnesota State Contractor Licensing Requirements

The purpose of this form is to have property owner acknowledge responsibilities to the Minnesota State Building Code, to Zoning Ordinances, and to other applicable rules and regulations when they are acting as general contractor in building projects.

I understand that the State of Minnesota requires that all Residential Building Contractors, Remodelers, and Roofers, obtain a State License unless they qualify for a specific exemption from the licensing requirements. By signing this waiver, I attest to the fact that I am building or improving my property by myself. I claim to be exempt from the State License requirements because I am not in the business of building on speculation or for resale and this is the only residential structure that I have built or improved in the past 24 months.

I acknowledge that because I do not have a State License, I forfeit any mechanic's lien rights to which I may otherwise have been entitled under Minnesota State Statute 514.01.

I acknowledge that I may be hiring independent contractors to perform certain aspects of the construction or improvement of the property. Some of these contractors may be required to be licensed by the State of Minnesota. I understand that unlicensed residential contracting, remodeling, and/or roofing activity is a misdemeanor under Minnesota State Statute 326B.082, subdivision 16, and that I forfeit my rights to reimbursement from the Contractor's Recovery Fund in the event that any contractors that I hire are unlicensed.

I also acknowledge that as the contractor on this project, I am solely and personally responsible for any violations of the State Building Code and/or Jurisdictional Ordinance in connection with the work performed on the property.

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**Signature of Property Owner**

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**Project Address**

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**Date**

**Please return this signed waiver with the Building Permit Application**

To determine whether a particular contractor is required to be licensed, or to check on the license status of an individual contractor, call the Minnesota Department of Labor and Industry Licensing Division at 651-284-5065, or toll-free at 1-800-342-5354.

# Minnesota State Contractor License Law

## **Notice to Homeowners: Be Sure Your Contractor is Licensed**

### **Know your Rights.**

The State of Minnesota recently adopted a statewide “*Contractor and Remodeler License Law*.” This law is designed to protect the consumer by requiring that contractors be licensed with the State. Contractors must apply to the State, post a bond, and show proof of insurance and competency. The law gives homeowners reasonable assurance that they are dealing with a reputable, professional contractor, and a place they can call to get general contractor information.

### **Getting Information on a Contractor**

Contractors, with a few exceptions, who contract with a homeowner to perform home construction, remodeling, or repair, must be licensed with the Minnesota Department of Commerce. Homeowners can call the Commerce Department Licensing Division at 1-800-657-3602, 651-296-2488 or visit the web site @ [www.commerce.state.mn.us](http://www.commerce.state.mn.us) to obtain information on a specific contractor. Contractors must display their license number on their advertising and they must make it available to consumers. Building permits cannot be granted to contractors who are not properly licensed by the state.

### **Exceptions to Being Licensed**

State law exempts contractors who have gross annual receipts from the construction business of less than \$15,000. Also, exempt are specialty contractors who perform only one specialty skill.

### **Homeowners Rights if a Contractor is Not Licensed**

If your contractor is required to be licensed by the State of Minnesota and you find that he/she is not, you may still have recourse under the law. Generally, the law provides that a contractor who is working in violation of the Minnesota State License Law has no lien rights and may not be able to enforce a contract signed with a homeowner. If you find yourself in this situation, you should consult with an attorney to get sound legal advice. You should never knowingly hire someone who is deliberately violating the State License Law.

### **Working on Your Own Home**

You can obtain permits to do work on your own home. The License Law was written to insure a reasonable degree of protection for you as the consumer of construction services, not to discourage homeowners from doing work on their own property. For your safety, building permits are required for most construction projects.

**For more information on State Licensing, contact the Minnesota Department of Commerce at  
1-800-568-3602 or 651-296-2594.**