PLUMBING PERMIT APPLICATION

CITY OF MINNETONKA BEACH
2945 Westwood Road
P.O. Box 146
Minnetonka Beach, MN. 55361
(952) 471-8878 (952) 471-7416 (Fax)
info@ci.minnetonka-beach.mn.us

Permit No. _____

CONSTRUCTION HOURS
MON-SAT 7:30 AM – 5:30 PM
NO SUNDAYS OR NATIONAL HOLIDAYS

GENERAL INFORMATION

1. You may apply for plumbing permits by mail or in person at the City Offices.
2. Permit cards will be sent by return mail if permit application is mailed to the office. WORK MUST NOT BEGIN UNTIL THE PERMIT CARD IS POSTED ON THE JOB SITE.
3. Plumbing permits may be issued only to licensed plumbing contractors and to property owners residing in the dwelling.
4. When any new construction or remodeling is involved, a separate building permit must be obtained.
5. All work must be done in accordance with the State Code requirements.
6. All work must be inspected and air tested before it is covered. Call 763-479-1720; a 24-hour advance notice is required.

INSTRUCTIONS: Complete all items on this application. Compute the permit fee. Sign and date the certification. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. If you have questions about the application, call 952-471-8878.

Please check one: ___ New ___ Addition ___Repair ___Replace

Site Address _____ Owner_____ Telephone No. _____
Contractor's Name_____ Telephone No._____ Mobile Telephone No. _____
Mailing Address_____ City_____ Zip_____

PLUMBING FIXTURE SCHEDULE

FIXTURE TYPE	BSMT	1ST FL	2ND FL	OTHER	FIXTURE TYPE	BSMT	1ST FL	2ND FL	OTHER
Water Closet					Floor Drains				
Lavatory					Sewer Ejector				
Bathtub					Laundry Tray				
Shower					Washer				
Kitchen Sink					Water Heater				
Disposal					Water Softener				
Dishwasher					Wet Bar				
Sillcocks					Misc. (list)				

PERMIT FEE CALCULATION

1. Contract Price_____* 1.25% or Minimum Fee ($35.00) if Contract Price is $2,800 or less = $_____
2. 7/1/15 if Contract Price is $2,010 or less – the minimum State Surcharge fee is $1.00 = $_____
   If over $2,010 - multiply Contract Price x .0005. Add the State Building Code Division Surcharge to each permit.
3. Postage and Handling (mail-in applications only) - $1.00 = $_____
4. **TOTAL PERMIT FEE** (add lines 1-3 above) = $_____

*Contract Price is the job cost, the actual or estimated dollar amount charged for the permitted work, including materials, labor, profit and other fixed costs. It's the amount to be charged to the customer for the work done. If any material, equipment, labor or installation are furnished by the owner or any other party, the reasonable market value of such items must be added to the Contract Price for permit fee purposes. In the event that there is a dispute on the amount of the job cost, the City may request the submission of a signed copy of the actual contract.
** State Surcharge: For valuations over $1 million, call the Department of Inspection Services for the surcharge amount.

The undersigned hereby applies to the City for issuance of a Plumbing Permit, agrees to do all work in strict accordance with the ordinances of the City and the regulations of the State of Minnesota, and certifies that all statements made on this application are complete, true and correct.

Applicant's Signature_____ Date_____ Issued By_____ Date_____

NOTICE TO APPLICANT

M.S. Section 13.04 RIGHTS OF SUBJECTS OF DATA

Subd. 1. **Type of Data.** The rights of individual on whom the data is stored or to be stored shall be as set forth in this section.

Subd. 2. **Information required to be given individual.** An individual asked to supply private or confidential data concerning himself shall be informed of: (a) the purpose and intended use of the requested data of the requested data within the collecting state agency, political subdivision, or statewide system; (b) whether he may refuse or is legally required to supply the requested data; (c) any known consequence arising from his supplying or refusing to supply private or confidential data; and (d) the identity of other persons or entities authorized by state of federal law to receive the data. This requirement shall not apply when an individual is asked to supply investigative data, pursuant to section 13.82, subdivision 5, to a law enforcement officer.

The commissioner of revenue may place the notice required under this subdivision in the individual income tax or property tax refund instructions instead of in those forms.

Sudb. 3. **Access to data by individual**. Upon request to a responsible authority, an individual shall be informed whether he is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon his further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge to him and, if he desires, shall be informed of the content and meaning of the data. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to him for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created. The responsible authority shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority may require the requesting person to pay the actual costs of making, certifying, and compiling the copies.

The responsible authority shall comply immediately, if possible, with any request made pursuant to this subdivision, or within five days of the date of the request, excluding Saturdays, Sundays, and legal holidays, if immediate compliance is not possible. If he cannot comply with the request within that time, he shall so inform the individual, and may have an additional five days within which to comply with the request, excluding Saturdays, Sundays, and legal holidays.

Sudb. 4. **Procedure when data is not accurate or complete**. An individual may contest the accuracy or completeness of public or private data concerning himself. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (a) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (b) notify the individual that he believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.

The determination of the responsible authority may be appealed pursuant to the provisions of the administrative procedure act relating to contested cases.

DATA PRIVACY ADVISORY

In accordance with M.S. 13.04, Sudb. 2, "Right of subjects of data", we would like to inform you that your request for a permit of license from the, City of Minnetonka Beach or any of its departments may require you to furnish certain private or confidential information.

You are notified that:

1. The information you furnish will be used to determine your qualification for the permit or license requested.
2. You may refuse to supply data, but refusal may require that the City deny the permit or license.
3. The information may be shared with other local, state or federal agencies to the extent necessary to process the permit or license.
4. If your requested permit or license requires Council action to approve, some information may become public.
5. You have certain rights under M.S. 13. 04 (available upon request) to review private data on yourself.
6. Your full name is required to process this application or permit.

_____

First Middle Last

_____

Address

_____

City State Zip Phone

I understand my rights as stated above.

_____

Signature