

**BUILDING PERMIT APPLICATION: RESIDENTIAL**

590 40th Avenue NE, Columbia Heights, MN 55421 • PH: 763-706-3670 • www.columbiaheightsmn.gov

**COMMUNITY  
DEVELOPMENT**

DATE RECEIVED: \_\_\_\_\_

<b>APPLICANT</b>	<input type="checkbox"/> Property Owner	<input type="checkbox"/> Contractor	Email: _____	
<b>SITE ADDRESS</b>	_____			
<b>PROPERTY OWNER / TENANT</b>	Name: _____ Phone: _____ Address _____ City: _____ State: _____ Zip: _____			
<b>CONTRACTOR</b> Note: Please submit a copy of your state license with this application	Name: _____ Phone: _____ Address: _____ City: _____ State: _____ Zip: _____ State License #: _____ Expiration Date: _____			
<b>PROPERTY TYPE</b>	<input type="checkbox"/> Single Family	<input type="checkbox"/> Double / Duplex	<input type="checkbox"/> Townhouse	
<b>TYPE OF WORK</b> Please select all that apply	<input type="checkbox"/> Addition	<input type="checkbox"/> Garage / Shed	<input type="checkbox"/> Siding	
	<input type="checkbox"/> Basement Finish	<input type="checkbox"/> New Construction	<input type="checkbox"/> Swimming Pool	
	<input type="checkbox"/> Deck	<input type="checkbox"/> Remodel	<input type="checkbox"/> Windows / Doors	
	<input type="checkbox"/> Drain Tile	<input type="checkbox"/> Roofing	<input type="checkbox"/> Other	
<b>DESCRIPTION OF WORK</b>	Square Footage: _____ Width: _____ Length: _____ Height: _____			
<b>ROOFING</b>	<input type="checkbox"/> House Only	<input type="checkbox"/> House & Garage	<b>BASEMENT REMODEL</b>	<ol style="list-style-type: none"> <li>Existing Floor Plan</li> <li>Proposed Floor Plan</li> <li>List of Structural Members to be Used</li> </ol>
	<input type="checkbox"/> Garage Only	Number of Squares: _____		
<b>GARAGES</b>	<input type="checkbox"/> Attached	<input type="checkbox"/> Detached	<b>ADDITIONS, DECKS, &amp; PORCHES</b>	<ol style="list-style-type: none"> <li>Site Plan and/or Survey depicting the Existing Structures and Proposed Project</li> <li>Two (2) Sets of Construction Plans</li> </ol>
<b>SIDING</b>	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Soffit		
	<input type="checkbox"/> Aluminum	<input type="checkbox"/> Trim		
<b>WINDOWS</b>	<input type="checkbox"/> Existing Opening	<input type="checkbox"/> New Opening		
	Number of Windows: _____			
<b>VALUATION</b> Labor and Materials	\$ _____		All Fees are Based on the job Valuation. The City of Columbia Heights uses an amended version of the 1997 U.B.C. Fee Schedule.	

**THIS IS AN APPLICATION FOR A PERMIT – NOT VALID UNTIL PROCESSED**

I hereby apply for a building permit and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Columbia Heights and with the Minnesota Construction Codes; that I understand this is not a permit but only an application for a permit and work is not to start without a permit; that the work will be in accordance with the approved plan in the case of all work which requires review and approval of plans.

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_

<b>PERMIT FEE:</b>	\$ _____	Based on valuation-- (Call for a Quote) 763-706-3670—Minimum fee of \$35
<b>PLAN REVIEW:</b>	\$ _____	
<b>SURCHARGE:</b>	\$ _____	(0.0005) Times the Job Valuation
<b>SAC CHARGE:</b>	\$ _____	
<b>CONTRACT LICENSE:</b>	\$ _____	
<b>TOTAL DUE:</b>	\$ _____	Make Checks Payable to the City of Columbia Heights

## LEAD CERTIFICATION REQUIREMENTS

**US EPA Lead Certification Federal Law Renovations (Prior to 1978):** The Federal law applies to all contractors. Federal Environmental Protection Agency law has put in place contractor lead abatement regulations that require contractors doing work on pre-1978 child occupied residential buildings to test for and/or abate lead in the areas of those buildings on which they are working. The Federal Law intends that a permit should not be issued for work on pre-1978 residential structures unless the licensed residential contractor requesting the permit has the required lead certification or one of the exceptions in 745.82 can be met. Cities are not responsible to collect and verify lead certification data for projects that do not require State Licensing; however contractors are still required to follow Federal Law on these renovations. (See Examples Below).

Example: A commercial contractor doing work on a large multi-family Residential building would not be required to have their certification checked under Minnesota Law because they are not licensed, but they would still need to comply with the Federal standard.

Example: A ‘handy-man’ with a state exemption certificate under the residential contractor licensing law or specialty contractors who perform only one special skill (for example concrete and masonry, excavation, carpentry or interior finishing) requesting a permit to do work on a single family house is not required to have their lead Certification checked under Minnesota law because they are exempt from state licensing, but would still need to Comply with the Federal standards.

Example: Even though roofing contractors are a part of the residential licensing group in Minnesota law, unpainted roofing that does not disturb paint is outside the scope of the CFR (Code of Federal Regulations), they would not be required to provide a lead certification unless the scope of work includes doing more to the fascia than putting a drip edge over it.

**US EPA Lead Certification State Minnesota law Renovations (Prior to 1978):** When issuing permits in compliance with the State Building Code to a residential building contractor, residential remodeler, manufactured home installer, or residential roofer licensed under section 326B.805, municipalities must verify lead certification qualifications of the licensee required under subdivision 14 for renovations performed on residential property constructed prior to 1978.

Per MS326B.106 Subd. 14 The Minnesota licensed Residential Contractor “...may be certified in accordance with CFR title 40 section 745.89...” This CFR section is for ‘Firm Certification’. An individual within the firm must also be certified, but the verification called for is the ‘Firm Certification’. In other words nothing would prohibit a construction firm with the proper lead certification from doing the portion of the work dealing with the lead contamination and another contractor from doing the remaining work under separate permits, much as asbestos is handled.

The Minnesota Department of Labor and Industry believes that this law intends that a permit should not be issued for work on pre-1978 residential structures unless the licensed residential contractor requesting the permit has the required lead certification or one of the exceptions in 745.82 can be met. The Minnesota Legislature passed a law, effective February 1, 2011, intended to work in conjunction with this Federal law. This Minnesota law is contained in Minnesota Statute (MS) 326B.106 subd. 13 & 14.

#### Links:

Lead Certification References and Excerpts from State Statutes and Federal Regulations.  
Minnesota Statutes, section 326B.106 - General Powers of Commissioner of Labor and Industry  
Subd. 13 Lead Certification.

<http://www.dli.mn.gov/CCLD/PDF/lead2.pdf>

Federal Environmental Protection Agency (EPA) Renovation, Repair, lead in paint, dust and soil.

<http://www.epa.gov/lead/pubs/renovation.htm>

Minnesota Dept. of Labor and Industry Information about the EPA's Lead Paint Rule

<http://www.dli.mn.gov/CCLD/PDF/lead.pdf>

Locate an Accredited Renovation Training Program

[http://cfpub.epa.gov/flpp/searchrrp\\_training.htm](http://cfpub.epa.gov/flpp/searchrrp_training.htm)

Locate Certified Renovation and Lead Dust Sampling Technician Firms. Contractors who receive their certification now have to post their name to the verified list which is available on DLI's website.

[http://cfpub.epa.gov/flpp/searchrrp\\_firm.htm](http://cfpub.epa.gov/flpp/searchrrp_firm.htm)

CFR (Code of Federal Regulations) Search for the Federal Regulation

<http://www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR>