

Melstrom Inspections, LLC

Commercial Building Permit Application

All of the following items noted below shall be submitted when applying for a building permit for a commercial building/structure

Reviewing and processing a permit application can take up to ten business days to complete once all the required documents have been received.

***Any forms required below can be found under the forms/applications tab on my website, melstrominspections.com*

- 1 A completed and signed building permit application, backside of this page. Contractors shall be licensed.
- 2 A copy of the approved land use permit from the appropriate municipality, if applicable.
- 3 A site plan: A site plan is a bird's eye view of your property. The site plan shall include a North directional arrow, property lines, street(s), existing buildings, proposed shed/garage location. To be included are the distances from the proposed project to all property lines, streets, and/or any other structures on the property.
- 4 Drawings, floor plans, structural details, and/or project documents shall be submitted with the permit application.

SPS 361.30(1)a, Except as provided in **SPS 361.30(1)b**, the construction of, the alteration of, or the addition to a public building or a place of employment may not commence unless plans for the project have been submitted to and approved by the department(State). *****If plans are required to be reviewed by the State, the State approval letter and the State stamped plans shall be provided with this permit application.***

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General Commercial Permit Application

Reviewing and processing a permit application can take up to ten business days to complete once all the required documents have been received.

Project Site Address		Town, Village, or City of:	Zip Code	Municipality
Owner's Name		Owners Daytime Phone		Parcel ID
Owner's Mailing Address			Owner's Email	
Applicant's Name(If Different than owner)		Applicant Daytime Phone		
Applicant's Mailing Address			Applicant's Email	

Details about the project:

Project Value:

\$

***Project value includes all the trades(building, electrical, plumbing, HVAC, etc...) that is involved in the project. The total cost of the project minus the land.

This project is:

☐ New Construction ☐ Addition ☐ Alteration ☐ Other, Explain _____

The project involves:

☐ Construction ☐ HVAC ☐ Electrical ☐ Plumbing ☐ Fire Protection System

Project Description:

General Contractor	Contact Name	Daytime Phone	
Mailing Address		Email	
HVAC Contractor	Contact Name	HVAC Contractor License	Daytime Phone
Mailing Address		Email	
Plumbing Contractor	Master Plumber	Master Plumber License	Daytime Phone
Mailing Address		Email	
Fire Sprinkler Contractor	Contact Name	Fire Sprinkler Contractor License	Daytime Phone
Mailing Address		Email	
Electrical Contractor	Contact Name	Electrical Contractor License	Daytime Phone
Mailing Address		Email	
Master Electrician	Master Electrician License Number		

By signing below, I vouch that I am: either the legal owner of the project property, an authorized agent for the legal owner of the project property, or a contractor who is in a contract with the legal owner of the project property. **I understand that I:** am subject to all applicable codes, laws, statutes, and ordinances, including those described on the cautionary statement; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state, municipality, building inspector, and/ or the inspectors authorized agent; certify that all the above information is accurate. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which the permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

SIGNATURE OF

APPLICANT

DATE
