



White Bear Lake Area Department of Inspections
 4701 Highway 61, White Bear Lake, MN 55110
 Zoning 763-287-8316/Inspections 651-429-8518/Fax 651-429-8503
www.whitebearlake.org

**Mahtomedi
 Zoning Permit
 Application**

Email Permits or Questions: buildingdepartment@whitebearlake.org

Mahtomedi Site Information

		Date:	
Site Address:		Suite/Unit #:	
<input type="checkbox"/> Residential <input type="checkbox"/> Commercial		Property ID#:	
Property Owner			
Name:		Phone:	
Address:		City:	
Email:		State:	Zip:
Contractor			
Name/Company:		Phone:	
Contact Name:			
Address:		City:	
Email:		State:	Zip:

REQUIREMENTS:

- *Two copies of a site plan must be submitted with zoning permit applications.
- *Where setback verification is necessary, property pins exposure is required.
- *Please refer to guidelines for zoning details and setback requirements.

Driveway (replace existing or change in size/location) (\$50)

<input type="checkbox"/> New <input type="checkbox"/> Replacement of Existing		Driveway Details:
Driveway site plan must include lot lines & dimensions, location of principle structure & garage, location of proposed driveway, dimensions of driveway and distance to property line(s), type of driveway (concrete, blacktop, etc.), and any additional information that may be required. See Driveway Guidelines.		

Shed (under 200 sq. ft.) (\$50)

<input type="checkbox"/> New <input type="checkbox"/> Replacement of Existing		Shed Details:
Shed site plan must include lot lines & dimensions, the locations and ground coverage area (size) of all existing structures and the location and ground coverage area (size) of the proposed structure. Indicate setbacks from property lines, building height and any additional information that may be required. See Shed Guidelines.		

Fence (4 ft. and taller) (\$50)

<input type="checkbox"/> New <input type="checkbox"/> Replacement of Existing		Fence Details:
Fence site plan must include lot lines & dimensions, location and dimensions of principle structure and any other relevant structure(s), location and dimensions of proposed fence, fence detail (height & type of fence), and any additional information that may be required. See Fence Guidelines.		

CONTINUE ON REVERSE

Deck (detached and under 30") (\$50)

New Replacement of Existing Deck Details:

Deck site plan must include lot lines & dimensions, the locations and ground coverage area (size) of all existing structures, location & dimensions of proposed deck, distance from deck to property lines, distance to any existing structure(s), and any additional information which may be required. See Detached Decks Under 30" Guidelines.

Miscellaneous Zoning / Hot Tubs (\$50)

Misc. Zoning – Describe Project:

This permit shall be null and void if authorized work is not started within 180 days or if work is suspended or abandoned for 180 days or more after work is started. The undersigned hereby represents upon all of the penalties of the law, for the purpose of including the City of White Bear Lake/Mahtomedi to take the action herein request, that all statements are true, and that all work herein will be done in accordance with the ordinances of the City of White Bear Lake/Mahtomedi and the State of Minnesota.

Applicant Signature

Date

Notes/Tips:

- Please review applicable guidelines for specific details and residential setback requirements.
- Property pin exposure will be required to verify property lines on zoning permits, *unless an exception is granted by Building staff* – see the "How to Find Your Pins" guidelines for tips on finding your property pins.
- Site plans/overhead of property can be located at the Ramsey County GIS website. You may also contact the Building Department to check the property address file for survey or provide assistance with printing an overhead from the county to use for your site plan. See the Site Plan example.
- For additional setback or zoning questions – contact the Planning Department at 763-287-8316.

Office Use Only – Required Inspections

- | | |
|--|--|
| <input type="checkbox"/> Deck Setback Verification | <input type="checkbox"/> Fence Footings |
| <input type="checkbox"/> Diamond Piers – Inspection Not Required | <input type="checkbox"/> Final Inspection |
| <input type="checkbox"/> Driveway Setback Verification | <input type="checkbox"/> Setback Verification WAIVED |
| <input type="checkbox"/> Erosion Control | <input type="checkbox"/> Shed Setback Verification |

Permit Approved By:

Date

Comments:

Zoning Approved By:

Date

Comments:

Engineering Approved By:

Date

Comments: