



**City of Gem Lake**  
 Heritage Hall  
 4200 Otter Lake Road | Gem Lake, MN 55110  
 651-747-2790/92 | 651-747-2795 (fax)  
 E-mail [city@gemlakemn.org](mailto:city@gemlakemn.org)

## Building Permit Application

Choose:  Owner  Contractor

**Property Information**

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Contractor Information**

Contractor: \_\_\_\_\_

State License #: \_\_\_\_\_ Lead Certification #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Type**

Commercial  Public/Institutional  Single-Family Home  Two-Family Home  Townhouse  Accessory Structure

**Construction Type**

New Construction  Accessory Building  Remodel/Alteration  Kitchen Remodel  Bath Remodel  Grading  
 Basement Finish  Porch  3-Season Porch  4-Season Porch  Deck  Demolition  
 Roofing  Siding  Doors  Windows  Swimming Pool  Excavating  
 Solar Photovoltaic (PV) Systems  Other \_\_\_\_\_

**Project Details**

Description: \_\_\_\_\_

Estimated Valuation of Work: \$ \_\_\_\_\_

I hereby apply for a building permit and acknowledge that the information above is complete and accurate; that all work shall be in conformance with the City of Gem Lake ordinances and the State of Minnesota Building Code. I acknowledge that building permits issued in the City of Gem Lake shall become null and void if permitted work does not commence within 180 days of issuance, or if permitted work is suspended or abandoned for 180 days.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**

Permit No. \_\_\_\_\_

Fire Suppression: \_\_\_\_\_ IBC Construction Type: \_\_\_\_\_ Occupancy Classification: \_\_\_\_\_

Permit Price: \_\_\_\_\_ Card Processing Fee: \_\_\_\_\_ Permit Total: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_