



## ONLINE PERMITS

***You can apply & pay for some permits ONLINE now!***

*Go to our website page:*

<https://www.anokaminnesota.com/218/Building-Department-Division>

***Click on the "Pay Online" link or button to apply for the following:***

### **BUILDING**

Door Replacements  
Re-Roof  
Siding  
Window Replacements

### **ELECTRIC**

### **MECHANICAL**

Fireplaces  
New Construction  
New HVAC Installation  
Replacements

### **PLUMBING**


Drain, Waste and Vent  
Fixture Replacements  
PVB's and RPZ's

### **ZONING**

Driveways  
Fences  
Signs and Temporary Signs  
Structures 200 square feet or less such as Gazebos, Pergolas & Sheds

***\*Do not use the Online portal for decks, pools or other structures that require plan review.***

Choose only 1 of the two application processes:

- 1) Either the Online portal  OR
- 2) Emailing the following application.



City of Anoka ~ 2015 First Avenue ~ Anoka, MN 55303  
Website: [www.anokaminnesota.com](http://www.anokaminnesota.com) Phone: 763-576-2720 Email: [Comdev@ci.anoka.mn.us](mailto:Comdev@ci.anoka.mn.us)

**MECHANICAL/FUEL GAS PERMIT APPLICATION**

SITE ADDRESS \_\_\_\_\_

THE APPLICANT IS:  THE OWNER & OCCUPANT  CONTRACTOR  
 COMMERCIAL  INDUSTRIAL  MULTI-FAMILY  RESIDENTIAL  TOWNHOUSE  
 NEW INSTALL  REPLACEMENT

**PROPERTY OWNER**

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE # \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

**CONTRACTOR:**

COMPANY NAME \_\_\_\_\_ CONTACT NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE # \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_  
CONTRACTOR STATE BOND # \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

ADDITION  ALT/REMODEL  BASEMENT FINISH  FIREPLACE  
 NEW CONSTRUCTION  NEW INSTALL AT EXISTING STRUCTURE  RADON  REPLACEMENT

**\*NOTE: GAS LINE TESTS ARE REQUIRED ~ APPROVED & OPERATIONAL CARBON MONOXIDE ALARMS ARE REQUIRED\***

PROJECT DESCRIPTION \_\_\_\_\_

ESTIMATED VALUE OF JOB INCLUDING LABOR & MATERIALS: \$ \_\_\_\_\_

JOB VALUE X 0.015 = PERMIT FEE ~ MINIMUM PERMIT FEE IS \$25.00 PERMIT FEE \$ \_\_\_\_\_

JOB VALUE X 0.0005 = SURCHARGE SURCHARGE \$ \_\_\_\_\_

WE ACCEPT VISA, MC, DSC, CHECK, OR EXACT CASH. CREDIT CARD CONVENIENCE FEE \$ \_\_\_\_\_

IF PAYING WITH CC VIA PHONE ADD \$3.25

IF PAYING FOR MORE THAN 1 APPLICATION AT THE SAME TIME, ONLY ONE CC FEE WILL BE ASSESSED.

TOTAL PERMIT FEE \$ \_\_\_\_\_

HOW DO YOU PREFER TO RECEIVE YOUR PERMIT?  WILL PICK UP  USPS (IF PLANS ARE LARGE, PLEASE PICK UP)

EMAIL ADDRESS: \_\_\_\_\_

THIS PERMIT BECOMES NULL AND VOID IF WORK AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED. I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCE GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATION CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

APPLICANT SIGNATURE \_\_\_\_\_

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

APPROVED BY BUILDING OFFICIAL \_\_\_\_\_ DATE \_\_\_\_\_