



RESIDENTIAL PERMIT APPLICATION CHECKLIST

CITY OF STILLWATER, Building Department
216 North Fourth Street, Stillwater, MN 55082
651-430-8825, fax 651-430-8810

Residential Additions

- Building Permit Application – completely filled out, dated and signed
- Two (2) sets of complete hard copy construction plans which include proposed floor plans, elevations, framing and structural details
- Electronic Construction Plans emailed to: jziertman@ci.stillwater.mn.us
- Certificate of Survey
- For additions – Site Plan (scaled) including all pertinent structures and additions, their sizes and dimensions, **with distances from property lines**. The site plan should indicate drainage patterns with arrows.
- Energy Calculations
- Copy of State License

You will be called as soon as your permit is reviewed and approved.

Separate permits are required for plumbing, HVAC, electric and sewer and water

Residential Remodeling (not involving additions)

- Building Permit Application – completely filled out, dated and signed
- Two (2) sets of complete construction plans which include existing floor plans, proposed floor plans, elevations, framing and structural details
- Energy Calculations
- Copy of State License

You will be called as soon as your permit is reviewed and approved.

Separate permits are required for plumbing, HVAC, electric and sewer and water

Pools, Porches and Decks

- Building Permit Application
- Two (2) sets of complete construction plans
- Site Plan (scaled) including all pertinent structures and additions, their sizes and dimensions, with distances from the property lines. The site plan should indicate drainage patterns with arrows. Pool drawings must show location of mechanical boxes and closest buildings on neighboring property.

You will be called as soon as your permit is reviewed and approved.

[New Homes – See New Home Construction Permit Checklist](#)

Questions regarding setbacks and fencing information can be answered through the Planning Department at 651-430-8820.