



14669 Fitzgerald Blvd N
 Hugo, MN 55038
 PHN: (651) 762-6300
 FAX: (651) 762-6344
 www.ci.hugo.mn.us

Deck/Porch Permit

Property Type:	<input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Townhome <input type="checkbox"/> MFD Home
Construction Type:	<input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Replacement
Job Site Address:	Street Number <input style="width: 50px;" type="text"/> Street Name <input style="width: 200px;" type="text"/> Unit <input style="width: 50px;" type="text"/> Parcel ID <input style="width: 80px;" type="text"/> Lot <input style="width: 30px;" type="text"/> Block <input style="width: 40px;" type="text"/> Subdivision <input style="width: 500px;" type="text"/>
Applicant Type:	<input type="checkbox"/> Contractor <input type="checkbox"/> Owner – (Property Owner Waiver Form Required) Verify Ownership at https://mn-washington.manatron.com/
Contractor Detail:	Company Name <input style="width: 500px;" type="text"/> Contact First Name <input style="width: 250px;" type="text"/> Mobile/Text # <input style="width: 100px;" type="text"/> Contact Last Name <input style="width: 250px;" type="text"/> Office Phone # <input style="width: 100px;" type="text"/> Street Number <input style="width: 50px;" type="text"/> Street Name <input style="width: 200px;" type="text"/> Unit <input style="width: 50px;" type="text"/> City <input style="width: 150px;" type="text"/> State <input style="width: 50px;" type="text"/> Zip <input style="width: 80px;" type="text"/> Contact Email <input style="width: 250px;" type="text"/> License Number <input style="width: 100px;" type="text"/> Lead Certification number for structures built prior to 1978, Federal Reg. Title 40 <input type="checkbox"/> Certification No. <input style="width: 100px;" type="text"/>
Owner Detail:	Owner First Name <input style="width: 250px;" type="text"/> Mobile/Text # <input style="width: 100px;" type="text"/> Owner Last Name <input style="width: 250px;" type="text"/> Other Phone # <input style="width: 100px;" type="text"/> Email <input style="width: 200px;" type="text"/> Street Number <input style="width: 50px;" type="text"/> Street Name <input style="width: 200px;" type="text"/> Unit <input style="width: 50px;" type="text"/> City <input style="width: 150px;" type="text"/> State <input style="width: 50px;" type="text"/> Zip <input style="width: 80px;" type="text"/>
Project Summary:	<input style="width: 500px; height: 20px;" type="text"/> Is project subject to "Master Association" and/or "Architectural Committee" approval? <input type="checkbox"/> No <input type="checkbox"/> Yes - (submit approval letter)
Deck Detail:	Length <input style="width: 50px;" type="text"/> Width <input style="width: 50px;" type="text"/> No. of Levels <input style="width: 50px;" type="text"/> Deck designed for future porch or hot tub? <input type="checkbox"/> Yes <input type="checkbox"/> No
Porch Detail:	Length <input style="width: 50px;" type="text"/> Width <input style="width: 50px;" type="text"/> <input type="checkbox"/> Open Porch <input type="checkbox"/> Screen Porch <input type="checkbox"/> Enclosed Porch (thermally isolated from dwelling)
Stair/Ramp/Landing only:	<input type="checkbox"/> Staircase/Landing <input type="checkbox"/> Ramp/Landing * Submit detailed construction drawings and site plan.
Required Documents:	Deck and Porch " Submittal Document Requirements " and " Construction Handouts " are available on the City of Hugo website.
Valuation:	Estimated Value of Labor and Materials <input type="checkbox"/> \$ <input style="width: 100px;" type="text"/>

Permit becomes void if work does not begin within 180 days or is suspended at any time for over 180 days. Permits issued and inspections made by the city are a public service and do not constitute any representation, guarantee, or warranty, either implied or expressed, to any person as to the condition of the building or conformance to applicable construction codes. The Undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of Hugo. Periodic and/or a final inspection of this work are required by the Minnesota State Building Code.

It is the responsibility of the applicant to call the City of Hugo Building Department at 651-762-6300 to schedule an inspection.

Applicant Signature	Date

OFFICE USE ONLY

Structural Details:	Permit Charges:	Total Permit Cost:
Deck Total SqFt: <input style="width: 60px;" type="text"/> Stairs? <input type="checkbox"/> Yes <input type="checkbox"/> No Porch Total SqFt: <input style="width: 60px;" type="text"/> No. of Stairways <input style="width: 50px;" type="text"/>	Calculated Value: \$ <input style="width: 100px;" type="text"/> Permit Fee: \$ <input style="width: 80px;" type="text"/> State Surcharge: \$ <input style="width: 80px;" type="text"/> Plan Check Fee: \$ <input style="width: 80px;" type="text"/>	Technology Fee: \$ <input style="width: 80px;" type="text"/> Total Charge: \$ <input style="width: 80px;" type="text"/>
Footing Type: <input type="checkbox"/> CIP <input type="checkbox"/> Precast <input type="checkbox"/> Helical Pile <input type="checkbox"/> DP50 <input type="checkbox"/> DP75		Permit No.: <input style="width: 100px;" type="text"/> Date Rec'd: <input style="width: 100px;" type="text"/>
Note: <input style="width: 350px; height: 20px;" type="text"/> <input style="width: 350px; height: 20px;" type="text"/>		