

**City of St. Charles
Above Ground Pool Application**

Office Use Only
Total Permit Fee \$ _____
Date Paid _____

Property Address: _____ Permit # _____

Property Owner

Name: _____ Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email Address: _____ Cell: _____

Applicant

Name: _____ Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email Address: _____ Cell: _____

REQUIRED Description of Work: _____

A site plan must be included with this application showing property lines with dimensions, easements, wetlands, existing buildings with dimensions, street right-of-way and sidewalks, and location of proposed exterior work with dimensions and setbacks.

Swimming Pools/Landscape Pond/Rain Garden (greater than 24" in height & 5,000 gal)		Pool Permit Fee \$50
Dimensions:	Setback Measurements:	Is there an existing fence on the property? <input type="radio"/> Yes <input type="radio"/> No
_____ Length	_____ Front Yard	If Yes is there an external access gate? <input type="radio"/> Yes <input type="radio"/> No
_____ Width	_____ Side Yard	
_____ Depth	_____ Street Side Yard	If you answered no to the above questions, a Fence permit is also required. Please also complete the fence portion of this application below.
_____ Diameter	_____ Rear Yard	
*Second water meters can be purchased in order to avoid sewer charges for outdoor water usage. Inquire at City Hall for current rates		

Fence		Height: _____	Fence Permit Fee \$25
Material:	Type:	Setback Measurements:	Have the corner monuments been found and the property lines defined? <input type="radio"/> Yes <input checked="" type="radio"/> No
<input type="checkbox"/> Chain Link	<input type="checkbox"/> Decorative	_____ Front Yard	**Reminder - finished side of fence should face towards adjoining properties/streets.
<input type="checkbox"/> Vinyl	<input type="checkbox"/> Kennel	_____ Side Yard	
<input type="checkbox"/> Wood	<input type="checkbox"/> Pool Enclosure	_____ Street Side Yard	
<input type="checkbox"/> Wrought Iron	<input type="checkbox"/> Privacy	_____ Rear Yard	
<input type="checkbox"/> Other	<input type="checkbox"/> Other		

Staff Comments: _____



Property and Utility lines need to be located prior starting any of the above projects.
Call 811 for Gopher State One call before you Dig. www.gopherstateonecall.org or 651-454-0002 or 1-800-252-1166 or 811

Owner's Printed Name

Applicant's Printed Name

Owner's Signature

Applicant's Signature



1700 North Broadway • Suite 128
Rochester, MN 55906
507-282-8206 • FAX 281-0391

THE FOLLOWING ITEMS ARE CONDITIONS FOR PERMIT ISSUANCE
STRICT COMPLIANCE IS MANDATORY

ABOVE GROUND POOL INSTALLATION:

1. Install pool per manufacturer's specifications. Pool installation manual shall be on site at final inspection.
2. Post the attached Inspection Record Card on the jobsite.
MSBC1300.0210 subp 3
3. Every permit issued shall become invalid unless the work authorized by the permit is commenced within 180 days after its issuance, or if the work authorized by the permit is suspended or abandoned for a period of 180 days after the time the work is commenced. MSBC1300.0120 subp 11
4. This installation must comply with all portions of the Minnesota State Building Code whether noted on this plan or omitted. Failure to note any detail(s) on the plan does not remove the builder from the responsibility of complying with the Building Code. Plan review was done in accordance with the current Minnesota Building Code. Plan review does not waive any additional code compliance issues found on site. MSBC1300

Jay Kruger
Building Official

CALL CMS FOR FINAL INSPECTION
507-282-8206 • 800-940-2547