



General Permit Information

Do I need a permit?

Zoning Permits ARE NEEDED to erect, construct, enlarge, alter repair, move, any building or structure except as exempted within this document. Zoning permits must be obtained **PRIOR** to commencement of work and approved by authorized city personnel.

DECKS

All decks or landings require a zoning a permit.

DRIVEWAYS

You do not need a zoning permit; However, you must use caution not to build in recorded easements.

FENCES

A fence permit is required for **ALL** fence installations within the City of Bertha.

GRADING/EXCAVATING

Zoning permits are not required. **However, a call to Gopher One Call** should be made to get underground utility lines located prior to work commencing.

PATIOS

Zoning permits are not required for a slab of concrete to be used as an unattached patio. However, a zoning permit is required for a patio if it is to have a roof constructed/erected over it.

RE-ROOFING/RESIDING/WINDOW/DOOR REPLACEMENT

All of the above repairs do not need a permit.

SIDEWALKS

You do not need a permit to replace a sidewalk on your property. However, the City of Bertha will pay up to and not to exceed \$4.00 per running foot for replacement of blvd. four foot wide sidewalk. Any resident wanting reimbursement from the city for sidewalk repair must fill out an application and be approved by the council.

STORAGE SHEDS/GAZEBOS

Any storage shed or gazebos require a zoning permit. This permit confirms that your setbacks are maintained.

ZONING PERMIT APPLICATION

CITY OF BERTHA
TODD COUNTY, MINNESOTA

FEE \$20.00
FORM #1

Estimated Cost \$ _____

PERMIT # _____

Application is hereby made to: erect _____ repair _____ addition _____ move in _____ demolition _____

Type of structure (house, garage, deck, etc.) _____

Street address of Property _____

Zone: _____ RESIDENTIAL _____ or _____ COMMERCIAL _____

Legal Description: Parcel No. _____

Addition: _____

Block: _____

Lot (s): _____

A plot plan is: sketched on the back of this application _____ attached _____

THE STRUCTURE WILL BE AS FOLLOWS:

Type of Construction Material _____ (wood, block, metal, etc)

Height (stories or feet) _____

Number of Family Units _____

Dimension of Structure (new part) _____

Dimensions of Lot _____

Corner Lot _____ or Interior Lot _____

NOTICE: EACH PART OF THIS APPLICATION MUST BE COMPLETED BEFORE A PERMIT WILL BE ISSUED. CONSTRUCTION MUST BE COMPLETED WITHIN ONE YEAR.

THIS PERMIT WILL BECOME VOID AFTER IT WAS GRANTED UNLESS MADE USE OF WITHIN SIX MONTHS

I hereby certify that I the owner or the authorized agent of the owner of the above property parcel and that all construction will conform with existing state laws and local ordinances.

Signature _____

Address _____

Telephone Number _____

Print your Name _____

Date _____

Approved by:

Signatures _____
Public Works Supervisor

City Clerk

Mayor

CITY OF BERTHA



Fence Permit Application

Please submit the following information to the Bertha City Council

1. A completed fence permit application
2. A side view drawing of the proposed fence including construction materials and proposed height of the fence from ground level.
3. \$10.00 Fee

Property Owner Name: _____

Street Address: _____

Phone Number: _____

Tax Parcel: _____ **Zoning Permit No.** _____

Type of Fence:

____ Wood ____ Plastic ____ Chain Link ____ Split Rail ____ other

Fence Height:

____ Front Yard ____ Side Yard ____ Rear Yard

Have the corner monuments been found and the property lines been defined? ____ Yes ____ No

Would the finished side of the fence face toward adjoining properties or streets? ____ Yes ____ No

The fence must be installed within 180 days from issuance of a fence permit. If installation on the line please attached a signed approval from the abutting property owner.

I acknowledge that the above information is correct, and that I will ensure that the fence is constructed and installed in accordance with the approved plan submitted and the regulations set forth in the City of Bertha City Code.

Approved by:

Public Works Supervisor

City Clerk

Mayor

_____ **Approved** ____ **Denied**

Signature of Applicant