

# **BUILDING DEPARTMENT REQUIREMENTS FOR CONTRACTORS**

## **ROOF/SIDING/WINDOW/PERMITS**

Permits must be posted in a location that is visible from the street and accessible to the Building Inspector.

Contractor signs shall not be placed in the city easement. Signs must be placed on the residence side of green utility boxes or 12 feet from the curb.

Only one sign per contracted address.

Sign must be removed at completion of job.

**Photos must be provided of all required ice/water shield and house wrap, including window/door flashing. Record the job address on each photo or page of photos.**

**DO NOT CALL TO SCHEDULE FINAL INSPECTION.**

Required pictures may be emailed to [Inspectenm@outlook.com](mailto:Inspectenm@outlook.com) or be brought to or mailed to City Hall. A final inspection time will be scheduled upon receipt of the photos.

City of Elko New Market  
601 Main St. PO Box 99  
Elko New Market, MN. 55020

City of Lonsdale  
415 Central Street West  
PO Box 357  
Lonsdale, MN. 55046

For questions please call 952-461-4777