



BUILDING PERMIT APPLICATION

20225 Cottagewood Road
Deephaven, MN 55331
(952) 474-4755

Permit # _____
Receipt # _____
Date: _____

Site Address:			
Type of Property:	<input type="checkbox"/> Residential		<input type="checkbox"/> Commercial
Applicant is:	<input type="checkbox"/> Owner		<input type="checkbox"/> Contractor
Property Owner			
Name:			Email:
Street Address:			Phone:
Contractor Information			
Company Name:			Office Phone:
Street Address:			
City, State, Zip			
Contact Person:			License#:
	Email:		Cell Phone:
Type and Detailed Description of Work			
Type of Work: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Interior Alteration/Remodel <input type="checkbox"/> Repair <input type="checkbox"/> Demo <input type="checkbox"/> Reroof <input type="checkbox"/> Pool <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Residing <input type="checkbox"/> Deck <input type="checkbox"/> Other _____			
Completion Date:		Estimated Value: (include mechanical & plumbing values) \$ _____	
Detailed Description of Work to be Performed: The undersigned hereby agrees that, in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans and specifications herewith submitted and with all the ordinances of said City of Deephaven and the laws of the State of Minnesota regarding actions taken pursuant to this permit. Signature of this application by the legal property owner or a licensed contractor, as the owner's representative, authorizes the City Zoning Administrator or designee and the City Building Official or designee to enter upon the property to perform needed inspections. Entry may be without prior notice. I agree to pay all plan review fees even if I choose not to proceed with the work. Permit expires when work is not commenced within 180 days from date of permit, or if work is suspended, abandoned, or not inspected for 180 days. Work beyond the scope of this permit, or work without a permit or inspection will be subject to a penalty.			
Applicant Signature:		Date:	

Office Use Only

Fees	Approvals
Building Permit Fee:	Zoning: _____ Date: _____
Plan Check Fee:	Building: _____ Date: _____
State Surcharge:	Fire: _____ Date: _____
Load Limit Fee:	Special Conditions: _____
OCC. Certificate (\$15):	
Metropolitan SAC:	Type of Construction
Administrative Fee (\$20)	Occupancy Type: _____
Engineering Fee - New SF (\$250):	Construction Type: _____
Engineering Fee - Additions (\$100)	Code: _____
Construction Impact Escrow (\$5,000):	Occupancy Group: _____
Total Due:	

Applications can be submitted via mail, email to info@cityofdeephaven.org or in person. Payment can be cash, check or credit card (3.35% convenience fee). For questions, call (952) 474-4755.

Building Inspector (Metro West): 763-479-1720

Updated 2026

BUILDING PERMIT FEES are based on the valuation of the work being proposed. Valuation is defined as the sum of all materials, equipment and labor cost to complete the project. When materials, labor, or installation will be furnished by another party, the reasonable market value of those items must be included in the valuation. Valuation provided is subject to the review of the Planning Department.

TOTAL VALUATION	FEE
\$1 to \$500	\$50
\$501 to \$2,000	\$50 for the first \$500 plus \$3.00 for each additional \$100 or fraction thereof
\$2,001 to \$25,000	\$80 for first \$2,000 plus \$16.00 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$450 for first \$25,000 plus \$11.75 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$738 for the first \$50,000 plus \$8.00 for each additional \$1,000 or fraction thereof
\$100,001 to \$500,000	\$1,140 for the first \$100,000 plus \$6.40 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,707 for first \$500,000 plus \$5.40 for each additional \$1,000 or fraction thereof
\$1,000,001 and up	\$6,430 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof

OTHER FEES

- Plan Review Fee: This fee, which covers the cost of staff review, is equal to 65% of the building permit fee.
- State of Minnesota Surcharge: The fee, which is paid to State and required by state statute is 0.0005 of the valuation of the permit, if under \$1,000,000. For valuations over \$1,000,000, please contact the Planning Department.
- Reinspection Fee: This fee, which is charged when a reinspection is necessary because of uncompleted work or correction orders, is \$50.00.
- Load Limit Fee: Per Trip Special Operating Permit - \$50 (\$500 March 1 – May 1).
- Load Limit Fee: Blanket Special Operating Permit 20% of the Building Permit Fee for all projects over \$20,000. Not available March 1 – May 1.
- Storm Sewer Review Fee: New Houses - \$250; Additions - \$100
- Sewer Accessibility Charge (SAC): This fee, which is charged by the Metropolitan Council and collected by the city. It is generally required when: (1) a residence or business connects to the regional wastewater (sewer) system for the first time; or (2) when the use within non-residential building changes. SACs are charged in “units.” One SAC unit is \$2,485.
- Sewer Residential Equivalency Charge: This fee is charged and collected by the city to ensure all properties pay just and equitable share of the sanitary sewer infrastructure serving them.

The fee is generally required when: (1) a residence or business connects to the sewer system for the first time; or (2) when the use within non-residential building changes. The fee is charged in “units.” The fee is \$2,400 per SAC unit as determined by the Metropolitan Council.

- Water Residential Equivalency Charge: This fee is charged and collect by the city to ensure all properties pay just and equitable share of the water infrastructure serving them. The fee is generally required when: (1) a residence or business connects to the water system for the first time; or (2) when the use within non-residential building changes. The fee is charged in “units.” The fee is \$1,887.00 per SAC unit as determined by the Metropolitan Council.