



4901 Manitou Road
Tonka Bay MN 55331
952-474-7994
info@cityoftonkabay.net
www.cityoftonkabay.net

FENCE PERMIT APPLICATION

Project Address: _____ **Permit No (Staff Use Only):** _____

Residential ___ OR Commercial ___

Property Owner: _____ **Phone:** _____

Full Address: _____

Contractor: _____ **License #:** _____

Full Address: _____

Phone: _____ **Email:** _____

Number to Call When Permit is ready: _____

Fence Information

Valuation: _____ **Proposed project dates:** _____

Fence Description (including height of fence and kind of materials): _____

Bring the Following to Complete Your Application:

- Completed application and property owner approval
- Two copies of a current REGISTERED land survey showing fence location (surveys must be attached to application and show the proposed fence location).
- Property pins must be located and flagged.

Applicant Signature

Date

Please review and complete the following pages as well. Applications can be submitted via mail, email to info@cityoftonkabay.net or in person. Payment can be cash or check and we are open Monday – Thursday 7am to 5:30pm.

(STAFF SECTION)

Building Official Initials: _____ **Date:** _____

City Administrator Initials: _____ **Date:** _____

Permit fees: _____

Plan review: _____

Surcharge: _____

Total: _____



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CONSTRUCTION PROJECT REQUIREMENTS

The following conditions shall be met throughout the building project. **It will be the responsibility of the project manager, building superintendent and/or property owner to inform all parties involved of the following requirements:**

1. Construction hours are as follows (with no exceptions):
Monday through Friday 7:00 a.m. – 8:00 p.m.
Saturday and Sunday 10:00 a.m. – 5:00 p.m.
2. Parking shall be restricted to one side of the street. If the street width is such that parking on one side still restricts traffic, contact City Hall at (952) 474-7994 for alternate parking sites.
3. Dumpsters, building materials, rock, etc. shall be located on the building site. All other locations involving placement of these materials within City right-of-way requires prior approval from the Public Works Superintendent (952) 474-2947.
4. Adequate toilet facilities must be on site. See City Code Section 300.04 for standards.
5. The city street shall be cleared at the end of each workday or sooner if so needed. If the street is not cleaned within a 24-hour period, the City will authorize Public Works to clean the street. All related costs will be billed to the property owner.
6. Any excavation within the city right-of-way requires a street excavation permit.
7. Load Restrictions: Woodpecker Ridge Road has a 4-ton per axle weight restriction at all times. Contact the Public Work Superintendent at 952-474-2947 to discuss your options if you are working on Woodpecker Ridge Road.
8. Seasonal Load Restrictions: Load limits for all streets in Tonka Bay are 4-ton per axle weight once posted. The City of Tonka Bay follows the Mn/DOT’s schedule for posting and removal of load restriction limits. Tonka Bay does not issue overweight permits during this period. It is the responsibility of the contractor to monitor the load restriction limits as posted by Mn/DOT. The Mn/DOT load restriction 24-hour telephone hotline is 1-800-723-6543 or (651) 406-4701 in the Minneapolis/St. Paul Metro area.

If you have any questions regarding these requirements, please contact Robin Bowman at (952) 474-2947.

Signature

Date