

# City of Coon Rapids Vacant Property Inspection

OFFICE USE ONLY:

Property Address \_\_\_\_\_ Permit # \_\_\_\_\_

The Applicant is:  Current Homeowner  New Homebuyer  Realtor  Bank Representative  
 Mortgage Company Representative  Other: \_\_\_\_\_

## Property Owner/Purchasing Party or Bank Information *(if bank owned)*

Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Address \_\_\_\_\_ Unit # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

## Realtor or Bank/Mortgage Co Representative

Business Name \_\_\_\_\_ Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax # \_\_\_\_\_

### Inspection Requirements

**Please review each item below and be sure that each has been addressed prior to inspection occurring.**

*Permits may be required for electrical, plumbing & mechanical work under the Minnesota State Building Code.*

*Please discuss any plans for corrections with the Building Inspections Dept. staff to ensure proper permits are in place prior to beginning work.*

#### Issues that would prevent inspection from passing:

- **Furnace or Water heater installed without a permit or inspection** - Both must be installed properly and operable. Furnace must be capable of providing heat to dwelling. *(All plumbing & mechanical work must be permitted)*  
*You may be required to hire a licensed contractor to inspect and pull permits for previously installed equipment per requirements of the Minnesota State Building Code.*
- **Gas and/or Electric Service** - Service must be 'turned on' to property.
- **Wiring/Exposed wiring** - Dwelling must not have any exposed wiring, open fixtures or open receptacles. (See handout)
- **Plumbing** - Dwelling must meet the 'Minimum standards of habitation' & may not have any broken/damaged water pipes. *'Minimum standard' is defined as a functioning kitchen sink, lavatory sink, water closet, shower or bathtub & proper back flow prevention.*
- **Severe mold issues** - A 'Mold Remediation' report may be required. (Please discuss plans for mold cleanup with Bldg Dept. staff)
- **Building must be weather tight** - Dwelling must not have any door or window openings that are not covered.
- **Severe structural problems** - As deemed by City of Coon Rapids Building Official.
- **Other - Any items that could be deemed as a life safety concern.**
- **Dwelling 'Not habitable'** - Any circumstances deemed by the Building Official that property is unsuitable for habitation.

#### Comments:

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**Permit fee is \$85.00**

**Email: [buildinginsp@coonrapidsmn.gov](mailto:buildinginsp@coonrapidsmn.gov)**  
**Payment can be made to the City of Coon Rapids by Cash, Check, Visa or Mastercard**  
**Questions or Scheduling 763-767-6476**  
**Inspection results can be viewed online at: [coonrapidsmn.gov/epermits](http://coonrapidsmn.gov/epermits)**

Permit becomes void if inspection is not scheduled within 30 days of application. Permits issued and Inspections made by the City are a public service and do not constitute any representation, guarantee, or warranty, either implied or expressed, to any person as to the condition of the building or conformance to applicable construction codes. It is the responsibility of the applicant to call the Coon Rapids Inspections Division at 763 767-6476 to schedule an inspection. **The Undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of Coon Rapids.**

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_