

Required Construction Documents for Permit Submittal

- For All Types: A completed and signed permit application with all information filled in as well as a value for the labor and materials of the project (if you are doing the work yourself, we still need a value based on the labor as if the work was hired out).
- New House (2 copies of the following)
 - Full size sets of construction plans
 - Should include braced wall calculations and layout
 - Site plan showing setbacks to property lines/other buildings on that lot
 - Grading plans
 - Energy compliance certificate (filled out) or actual heat loss calculations
- Residential Addition/Four Season Porch/Detached structure (2 copies of the following)
 - Full size sets of construction plans (enough detail so someone else could build it for you without talking to you)
 - Should include braced wall calculations and layout
 - Footing and foundation size, height, type, rebar, etc.
 - Window sizes, door sizes, header sizes, etc.
 - Dimensions/Scale
 - Site plan showing setbacks to property lines/other buildings on that lot

- **Residential Remodel (2 copies of the following)**
 - Full size sets of construction plans (enough detail so someone else could build it for you without talking to you)
 - What is existing (walls, beams, floor system, bearing points)
 - What is changing
 - Window sizes, door sizes, header sizes, etc.
 - Footing and foundation information if applicable
 - Dimensions/Scale
- **Decks/Covered Porches (2 copies of the following)**
 - Construction plans showing layout
 - Joist size, span, spacing and connection to house
 - Beam size and span
 - Post/beam connection
 - Footing size and depth
 - Guardrail/Handrail/Stairs
 - If the floor system in your house is cantilevered in the area you intend to hang your deck, then tell us what type of floor system you have in your house
 - Dimensions/Scale
 - If a porch: Roof system, bearing points for roof and attaching to the house
 - Site plan showing setbacks to property lines
- **New Commercial Building (2 copies of the following)**
 - Full size sets of construction plans (Signed by licensed architect and structural engineer)
 - MN IBC code analysis
 - MN Accessibility details
 - Site plans showing setbacks to property lines or other buildings
 - Grading plans
 - Plumbing plans submitted to state for approval if applicable
 - Sprinkler system layout and sizing if applicable
 - Documents showing the HVAC and Lighting will be in compliance with MN Energy Code/ASHRAE