



**MINIMUM
24 HOUR NOTICE
ON ALL
INSPECTIONS
CALL TOLL FREE:**

City of Eagle Lake

Remodeling and Building Single Family Homes Requirements for Building Permit Application

1. Complete Building Permit application form with signature
2. Submit two (2) copies of a Certificate of Survey, drawn to scale indicating the lot dimensions, the location and ground coverage area of existing structure(s), and the location and area of the proposed structure. Indicate the setbacks from property lines. A Certificate of Survey for the property may be on file at City Hall.
3. Submit two (2) copies of plans showing proposed designs and materials. Plans shall be drawn to scale and shall include the following information:
 - A floor plan indicating the proposed plans.
 - Elevations indicating the height of structure from established grade, diameter and depth of footings

General Building Requirements

1. Foundation Plan-1/4" Scale Minimum

- a. Completely and accurately dimensioned
- b. Footing size locations:
 - i. Exterior and interior bearing walls
 - ii. Post and footings
 - iii. Porch pad footings
 - iv. Fireplace footings
- c. brick ledge and stepped wall locations
- d. door and window locations and sizes
- e. interior wall construction materials
- f. identify cantilevers and method of constructions
- g. identify plate materials
- h. size of all beams and headers
- i. crawl space location, access size, wall insulation
- j. floor joist site, spacing and direction
- k. identify room use by name
- l. identify unexcavated areas
- m. location of: furnace, smoke detector(s), water heater, floor drain(s), sump pump, bathroom fixtures, and water meter
- n. location and size of stairs, direction of travel
- o. Dwellings must have drain tiles installed at the footing level around the entire perimeter of the building, including the garage. The drain tile must be connected directly to a sump basket and pump.
- p. Provide engineering for poured walls identify wall thickness, reinforcement size and locations
- q. Wood foundations-require completion of "Supplement to Building Permit for Wood Foundations"

2. Floor Plan(s)-1/4" Scale Minimum

- a. Completely and accurately dimensioned
- b. Door and window location and sizes
- c. Brick facing location
- d. Identify cantilevers and method of construction
- e. Size of all beams and headers

- f. Floor joists size, spacing and direction
 - g. Identify room use by name
 - h. Location and size of stairs , direction of travel
 - i. Deck and/or porch construction
 - i. Floor joist size and spacing
 - ii. Beam and header size
 - iii. Rafter/truss size and spacing
 - j. attic access size and location
 - k. location of fireplace, type of fireplace, hearth size
 - l. rafter/truss size and spacing
 - m. location of any girder trusses
 - n. handrail and /or guardrail-height and spacing of stiles or rails
 - o. location of furnace flue
 - p. smoke detector(s) location
 - q. location of plumbing fixtures and exhaust fans
 - r. identify garage firewall construction and self closing fire door
- 3. Cross Section(s) -1/4" Scale Minimum**
- a. Footing size: exterior and interior bearing walls
 - b. Drain tile location
 - c. Foundation type, size, number of courses of block, reinforcing
 - d. Anchor bolt size and spacing
 - e. Identify plate materials
 - f. Identify floor joist size and spacing
 - g. Identify flooring materials
 - h. Label foundation insulation, R-Value and vapor barriers
 - i. Basement floor thickness
 - j. Stairway: rise run headroom and handrail
 - k. Exterior wall construction: siding, vapor barrier, sheathing (type, thickness), interior finish, stud size and spacing, sill plate material type, insulation
 - l. Ceiling height
 - m. Roof construction: rafter/truss size and spacing, ceiling finish, roof sheathing, ceiling vapor barrier, attic insulation, ice build-up protection, roof ventilation, soffit/fascia material, soffit ventilation , wind wash
- 4. Elevations – ¼" or 1/8" scale**
- a. Roof pitch
 - b. Roof ventilation
 - c. Roof overhang dimension
 - d. Siding material (exterior finish materials)
 - e. Location of doors and windows
 - f. Location of decks and/or porches
 - g. Location and height of chimney
 - h. Location of chimney saddle
 - i. Location of 4" minimum house numbers
- 5. Plot Plan**
- a. Two copies, survey with all set back information
 - b. Location of proposed construction
- 6. Energy Calculations**
- a. Complete ventilation worksheet (prescriptive or performance)
 - b. Complete MN Check form or provide equivalent

Complete and accurate information provided on plans submitted will expedite the plan review process. Additional information may be required as determined by the building inspector.

If you have any questions, please call the Building Inspector at 1-877-333-5620

February 13, 2008