



BUILDING DEPARTMENT
1584 Hadley Avenue N
Oakdale, MN 55128
Phone: 651-739-5150
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www.ci.oakdale.mn.us

NEW RESIDENTIAL HOUSING BUILDING PERMIT REQUIREMENTS

Tree Preservation Plan Requirement

Section 22-4: Tree Preservation Plan needs to be submitted no later than the application for a building permit. The plan shall be consistent with the original tree preservation plan for the plat, where said plan exists.

The builder will be responsible for implementing the Tree Preservation Plan prior to and during the construction.

The individual lot Tree Preservation Plan must be provided by the builder and include:

1. The name(s) and address(es) of property owners and builders.
2. Delineation of all areas to be graded, limits of land disturbance, and buildings to be situated thereon.
3. Sizes, species, and location of all significant trees and significant woodlands within the lot.
4. Identification of all significant trees and significant woodlands proposed to be removed within the construction area.
5. Measures to protect significant trees and significant woodlands.
6. Signature of the person preparing the plan.

Single Family Home Information

The following items must be submitted before the issuance of a building permit. Complete and accurate information will expedite the plan review process.

1. Signed and completed permit application form.
2. A subcontractor list may be requested.
3. A copy of the State Contractor License.
4. A signed certificate of survey (see Certificate of Survey handout).
5. A Geotechnical Engineer must complete a soils report.
6. Septic system designs must be approved by Washington County.
7. Two (2) copies of completed detailed plans drawn to scale. (See "Attachment A" for minimum plan requirements). Including passive radon details.
8. Fill out and submit Minnesota Energy Code Compliance Certificate.
9. Additional submittal information may be required as determined by the Building Official.
10. Grading Certificate Application.



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RESIDENTIAL HOUSING BUILDING PERMIT REQUIREMENTS MINIMUM PLAN REQUIREMENTS

FOUNDATION PLAN

- Completely and accurately dimensioned with footing locations and sizes.
- Foundations must have reinforcement. Locate on foundation plan.
- Brick ledge and stepped wall locations.
- Door and window locations and sizes.
- Identify cantilevers and method of constructions.
- Size of all beams and headers.
- Crawl space location, access size, wall insulation, ventilation.
- Floor joist type, size, spacing and direction.
- Identify room use by name.
- Identify unexcavated areas.
- Location of:
 - Furnace
 - Water heater
 - Sump pump
 - Heat exchanger
 - Floor drain(s)
 - Bathroom fixtures
- Location and size of stairs.

FLOOR PLAN(S)

- Completely and accurately dimensioned.
- Door and window location and sizes.
- Identify cantilevers.
- Size all beams, headers, floor joists and spacing.
- Floor joist type, size, spacing and direction.
- Identify room use by name.
- Location and size of stairs, direction of travel.
- Deck and/or porch construction.
- Rafter/truss size and spacing.
- Attic access size and location.
- Location and type of fireplace.
- Location of plumbing fixtures and exhaust fans.
- Identify garage firewall construction and fire door.

CROSS SECTION(S)

- (Provide necessary cross sections which shall be sufficiently detailed to indicate the location, nature and extent of the work proposed).
- Footing size – exterior and interior bearing walls.
- Drain tile and sump basket location.
- Foundation type, size and reinforcing.
- Anchor bolt size and spacing.
- Identify floor joist size and spacing.
- Identify flooring materials.
- Label foundation insulation and waterproofing.
- Basement floor thickness.
- Stairway – rise, run and headroom.
- Exterior wall construction and all of the components.
- Ceiling height.
- Energy code items.
- Roof construction:
 - Rafter/truss size and spacing
 - Roof sheathing
 - Attic insulation
 - Wind wash barrier.
 - Ceiling finish
 - Ceiling vapor barrier
 - Ice and water shield.
 - Soffit and fascia material.

EXTERIOR ELEVATIONS

- Roof pitch.
- Roof ventilation.
- Roof overhang dimension.
- Siding material (exterior finish materials).
- Location of doors and windows.
- Location of decks and/or porches.
- Location and height of chimney.
- Location of house numbers, 4" minimum, contrasting color and reflective material.
- Driveway must be a hard surface (concrete, asphalt, pavers).

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.

Please include the Builder's Certificate showing the energy code items and heat loss calculations.