



**City of Wayzata**  
**Building Inspection Department**

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**Building Permit Submittal Requirements**  
**One & Two family Dwellings**

**The following is a partial list of plan review information needed for a residential building permit and should include, but is not be limited to the following items:**

**Permit Application**

- Two complete sets of all drawings, completely and accurately dimensioned
- Permit application, must be signed and dated
- Special construction details including engineering, soils reports, special inspections
- Energy code compliance forms

**Survey and land disturbance** (See complete list of Requirements)

- Zoning district, allowable building coverage, allowable impervious surface
- Building setbacks from property lines
- Existing and proposed structures
- Existing and proposed site elevations with 2 ft. contours
- Environmental information including wetland and OHW.
- Location of silt fence, soil stock pile and access drive
- Location and type of easements
- Utility and infrastructure information
- Tree removal and tree protection
- Location of air conditioners, pool heaters and similar equipment

**Basement/Foundation Plan – 1/4 inch scale minimum**

- Soil bearing
- Footing size and type
- Foundations size and type
- Anchor bolt size and locations
- Floor system size and spacing
- Floor sheathing type and thickness
- Bridging and blocking
- Columns and posts size and spacing
- Plates and sill size and type
- Joists to sill connection,
- Crawlspace access, size and location
- Window-light, ventilation
- Egress windows, height above finished floor
- Egress window wells, indicate size
- Smoke detector location
- Headers and beams size, type and location
- Brick ledge and stepped wall location

## **Floor Plans - ¼ inch scale minimum**

- Completely and accurately dimensioned
- Attic access
- Bathroom ventilation
- Braced wall lines
- Window schedule
- Door and window locations
- Egress window locations
- Location of fireplaces
- Fire blocks and draft stops
- Headers and beams size, location and type
- Cantilever and method of construction
- Floor system size and spacing
- Floor sheathing type and thickness
- Bridging and blocking
- Type and size of studs and plates
- Guardrail location, design
- Hallway width
- Handrail location
- Natural light and ventilation
- Separation between garage/dwelling
- Garage floor surface
- Room sizes
- Smoke detector location
- Stairway design
- Stairway headroom
- Stairway rise and run
- Under stair protection
- Landings
- Safety glazing locations
- Furnace and mechanical ventilation systems

## **Exterior Elevations - ¼ or 1/8 inch scale**

- Top of foundation in relationship to grade
- Grading and drainage
- Location of house numbers
- Window and door locations
- Location of exhaust, chimneys and fresh air intakes
- Exterior stairs
- Guardrail location, height and design
- Decks and patios
- Stairway illumination
- Skylights
- Attic ventilation
- Roof pitch and drainage
- Exterior covering and weather protection

## **Cross Sectional Drawing – ¼ inch scale minimum**

- Footing size and type, depth below grade
- Foundations size, type, height and reinforcement
- Anchoring of joists to sill
- Foundation dampproofing /waterproofing type
- Foundation drainage system
- Foundation insulation type and thickness
- Basement or crawl space ceiling height
- Size of bottom wall plate and material
- Size of top wall plates
- Size and spacing of wall studs
- Size and type of wall sheathing
- Type and thickness of wall insulation
- Type and thickness of vapor retarder
- Type of weather resistive sheathing paper
- Type of exterior wall covering
- Type of interior wall finish
- Type and thickness of ceiling insulation
- Type and thickness of ceiling vapor retarder
- Type and thickness of ceiling finish
- Wind wash barrier at trusses
- Roof truss tie down
- Roof framing
- Roof sheathing
- Roof underlayment and eave protection
- Type of roofing
- Roof ventilation requirements