



## CITY OF MORA

101 Lake Street South  
Mora, MN 55051-1588

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### Building Permit Application Submittal Checklist

#### Items to Discuss:

• WAC and SAC fees • water and sewer connections from the mains • water meter • assessments • electrical • fire department • driveway deposit • landscape deposit • culvert • building permit fees • silt fence • shoreland regulations • stormwater permit • wetlands • gas company • engineer or architect • Kanabec County Public Works Director • MN Department of Health • MN Department of Transportation • MN Pollution Control Agency

#### Items to Submit:

- Building Permit Application, signed and dated.
- Two copies of the building plans.
- Copy of survey or site sketch showing the following:
  - All structures
  - Setbacks
  - Driveway location
  - Drainage patterns
  - Location of silt fence, if required
  - Be aware of all utility easements and don't block the required drainage easements
- Soil report, if required.
- Typical cross section for each wall type – from footing to peak.
- Footing layout and floor plans (the minimum frost footing depth for this part of the state is five feet (60 inches).
- Energy Code Compliance Certificate and identify prescriptive methods used (table format is acceptable).
- Heating plan.
- Plumbing plan.
- U-Factors and STC rating of each window and door (window installation instructions are required to be on site).
- Radon mitigation plan.
- Braced wall panel information or simplified bracing method and fastening method.

*If you have any questions, contact Building Official Caleb Christenson.*