



COMMUNITY DEVELOPMENT DEPARTMENT
2660 CIVIC CENTER DRIVE • ROSEVILLE, MN 55113
INSPECTION SCHEDULING 651-792-7080 • GENERAL INFORMATION 651-792-7084

CERTIFICATE OF SURVEY REQUIREMENTS FOR NEW RESIDENTIAL BUILDINGS

Legal Description of Property:

1. Lot Number
2. Block Number
3. Subdivision Name

Lot Description:

1. Lot dimensions.
2. Easements along property line.
3. Special drainage or utility easements (if any).
4. Existing lot elevations at:
 - Lot corners.
 - Lot lines adjacent to major building corners.
 - Top of curb at each lot corner and at center of proposed driveway.
5. Proposed lot elevations at:
 - Lot corners, if changing.
 - Spot elevations for drainage, if swaled through lot.
6. Arrows indicating direction of surface drainage.
7. For properties which abut lakes or ponds, indicate the ordinary high water mark and the distance to the proposed building.
8. Elevation of sewer main at point of connection.
9. Location, species and size of any trees 6" or larger at breast height.

Building Information:

1. Building elevations
 - Lowest floor.
 - Top of block.
 - Garage slab.
2. Existing ground elevations at building corners.
3. Proposed ground elevations at building corners and center of back of building.
4. Building dimensions (including decks, bays, cantilevers and stairways).
5. Dimensions from building corners to lot lines.
6. Type of basement.
 - Full basement, walkout or lookout.
7. Locations of existing buildings on adjacent properties (within 25 feet of the lot lines) to include top of foundation elevation (indicate if vacant).