

Hampton Township

Permit Instructions and New Construction Checklist

(This form must be included when applying for permit)

Address: _____ PID# _____

SUBMISSION CHECKLIST

- _____ Completed and signed Building Permit application (include all Contractor license numbers, and contact information).
- _____ 2 sets of Structural Building Plans (floor plans and elevations, along with construction details).
- _____ 2 sets of Site Plans, illustrating building dimensions, lot line, setbacks, septic system and well.
- _____ All Building Plans to be Engineered or Architectural drawing for all new Homes, Garages and Accessory Buildings.
- _____ Septic design and permit (New Construction).
- _____ New Construction Energy Code Compliance Certificate.
- _____ New Construction, Residential Combustible Air Calculation Method.
- _____ New Construction, Energy Code Lighting Schedule (can be deferred submittal).
- _____ Erosion and Sediment Control Plans.

Check all items below that will be included in the construction of the project. *If items are not included in original permit application, but are added to plan after permit has been issued, an additional permit will be required.*

- _____ Finish Basement
- _____ Deck
- _____ Gas Fireplace: Quantity _____
- _____ Masonry/Wood Fireplace: Quantity _____
- _____ In-Floor Heat - Hydronic
- _____ Geothermal System
- _____ Solar System
- _____ Other
- _____ Complete Septic System Design, including soils.

Note: All materials and the installation of all materials must comply with the Minnesota State Building Code and the Manufacturers installation specifications for each product.

Applicant's Printed Name: _____

Applicant's Signature: _____ Date: _____