

RESIDENTIAL SURVEY REQUIREMENTS



BUILDING DEPARTMENT
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PROPOSED LOT SURVEY

A land survey of proposed construction and/or development is to be prepared by a Minnesota Licensed Land Surveyor and provided to the Building Inspections Department upon application for building permit for all new buildings and for all building additions where an "as-built" foundation survey is not currently in City records.

AS-BUILT FOUNDATION SURVEY

A land survey of existing/"as-built" construction showing conformance with required setbacks and elevations is to be prepared by a Minnesota Licensed Land Surveyor and provided to the Building Inspections Department after footing inspection and prior to start of above ground framing for all new residential buildings.

AS-BUILT FOUNDATION SURVEY MUST BE SUBMITTED TO CITY PRIOR TO FRAMING INSPECTION

ALL SURVEYS MUST SHOW:

CERTIFICATION

- Land Surveyor Certification
- Legal Description/Street Address
- Scale & North Arrow
- Date of Preparation & Revision Dates

DIMENSIONS & LOCATIONS

- Lot Dimensions
- Building Setbacks
- Shoreland District Setbacks
- Adjacent Sidewalks, Curbs, & Streets
- Wells, Septic Systems, Tanks
- Locations & Dimensions of Proposed and Existing Structures
- Future Deck (10' x 10')
- Locations of All Visible & Underground Components of Utilities, Including Water & Sewer Stubs & Sizes
- Property & Easement Lines
- Setbacks to OHW Contour
- Delineated Wetland Edge
- Driveways & Pathways
- Storm Sewers, Sanitary Sewer, Catch Basins & Manholes
- Tree Preservation Line (if applicable)

EROSION CONTROLS (Per MPCA Adopted NPDES Regulations)

- Rock Construction Entrance
- Bale Check Locations & Design
- Silt Fence Locations & Design
- Methods for Permanent Erosion Control

ELEVATIONS & DRAINAGE

- Lot Corner Elevations (Existing & Proposed)
- Center of City Street and Curb Elevations
- Proposed Driveway Grade in % Slope (Drive Grade Must Not Exceed 10%)
- Lowest/Basement Floor, First Floor/Top of Foundation, and Proposed Driveway Garage Floor Elevations (Proposed)
- Drainage Directions All Sides and Percentage of Grade at Front Rear (Proposed)
- Total Area of Existing and Proposed Impervious Surface Square Feet
- Special Conditions (Wetlands, Ponds, Streams, Drainage Swales, Etc.)
- Ordinary (OHW) & High Water (HWL) Elevations of Adjoining Lakes, Wetlands, Ponds & Streams

All elevations must be shown as sea level measurements. For as-built foundation surveys, elevations must be cross-referenced with the city approved proposed elevations.

GARAGE FLOOR ELEVATIONS

Garage floor elevations must be at least 19" above top of curb unless otherwise approved by City Engineer.

FLOOD PLAIN AREAS

All building floors and damageable property shall be constructed at least 4' above the static water table. All physical openings must be constructed at least two (2) feet above base flood or high water (HWL) elevation as established by the approved plans and the City Engineer.

PROPERTY LINE INFORMATION

The information below is intended to assist you in locating your property lines. All information is general in nature and should not be considered as legal advice or as a substitute for a survey,

Contact a Licensed Land Surveyor for professional service in locating your property line and/or an Attorney for legal advice regarding your rights as a property owner.

City staff cannot come to your home to locate your property line or take sides in a dispute over a private property line. Property line disputes between property owners are a legal issue and are not regulated by City Ordinances.

What is a survey stake?

When land is surveyed, the corners of the lot are marked by metal stakes, also known as "irons" or "monuments". These stakes are typically a hollow metal pipe, approximately ½ inch in diameter and 1.5 feet long. Newer stakes may have plastic caps on top or have the tip painted with a bright color.

Where are the survey stakes located?

When survey stakes are originally set, they are placed level to the ground at the corners of the original lot boundaries. After many years, the stakes may become buried due to landscaping and grade changes. Most stakes are buried a few inches deep; some may be as deep as a foot. A metal detector may be helpful in locating the stakes.

What if I cannot find my survey stakes?

They may have been removed or relocated by a previous owner. The stakes may also be buried beneath landscaping such as a retaining wall, paved driveway, hedge, etc.

Does finding my survey stake guarantee the location of my property line?

Possibly; only a licensed land surveyor can determine your actual property line. Sometimes, survey stakes have been moved or removed. It is also possible that the original lot has been subdivided and new survey stakes have been inserted in addition to the older, original stakes.

When would I need a survey?

You may need a survey for a new home construction, building additions, garages, and other major projects. That decision would be made by the Building Official, depending on the type of project. Home improvement contractors typically expect the homeowner to assume the responsibility for locating the lot lines. You may also need a survey to provide legal evidence if you are involved in a lot line dispute. A survey is the only document which can accurately show your property boundaries.

How do I get my lot surveyed?

Surveying is a competitive business; contact two or three licensed surveyors for residential survey cost estimates. Look in the Yellow Pages under 'Surveyors'.

While it may seem expensive to hire a surveyor, it may be cheaper than relocating improvements or legal costs caused by encroaching on someone else's property. A land survey adds value to your property by providing an accurate description.