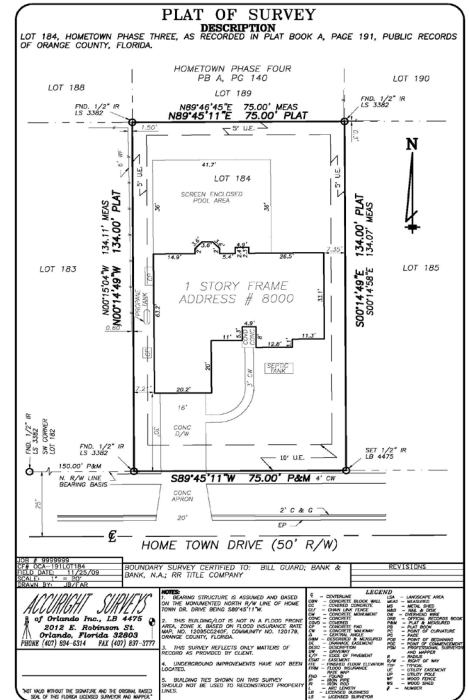




The City of Brainerd requires Certificates of Survey with building permit applications for new buildings, additions, attached or detached garages, or the relocation of existing structures. **The City of Brainerd does not provide surveying services.**

Information Required: The Certificate must be signed and dated by a land surveyor registered with the State of Minnesota and shall include the following information:

1. Legal description, parcel ID and address if known.
2. Scale of drawing and north directional arrow
3. Indicate names of abutting streets
4. Location of property corner pins. Indicate found and set iron monuments.
5. Dimensions of all lot lines including bearings
6. Location of setbacks.
7. Locations of all easements of record
8. Location of all existing buildings
9. Outside dimensions of proposed structures. Including decks, porches, stairways, and window pits.
10. Show proposed driveways, sidewalks, and patios
11. Locations of sanitary and storm manholes, hydrants, catch basins, power poles, and telephone boxes.
12. Distance from buildings to property lines.
13. Benchmark description, elevation, and location.
14. Grade elevations to sea level datum at the following points:
 - a. Proposed garage floor elevation
 - b. Proposed top of foundation elevation
 - c. Proposed lowest floor elevation
 - d. Existing and proposed elevation at each corner lot
15. The proposed drainage of surface waters, indicating direction with drainage arrows
16. Impervious surface calculation shown
17. Location of septic and wells, if applicable
18. Proposed retaining walls to be constructed as part of the final grading



Exceptions:

1. Generally, Certificate of Surveys will not be required for sheds and decks; however, a site plan will be required that includes setbacks on all sides, a north arrow, location of adjacent streets, changes in drainage patterns, and address.
2. Any interior work or exterior work that does not alter the location or exterior dimensions of the existing buildings.

Conditions for Waiving a Certificate of Survey:

1. The Building Official may waive the Certificate of Survey requirement for additions when a Certificate of Survey is on file with the city.
2. The Building Official may waive the survey requirements where it can be determined that the construction will have a minimum impact on drainage, easements and lot lines, and compliance with city ordinances, codes, and regulations, through other reasonable means.

RV12.21