

## Building/Wall Details

- Footing size and reinforcement
- Drain tile location
- Foundation information including size of block, width and reinforcement of poured walls, or stud wall assembly.
- Anchor bolt size and spacing
- Sill size and material
- Foundation Insulation, location and R-value
- Basement floor thickness and type of vapor barrier below slab
- Stairway information including width, rise, run, headroom clearance, and handrail or guardrail detail
- Subfloor/underlayment type and thickness
- Exterior wall construction including sheathing, siding, weather barrier, stud size and spacing, insulation, vapor barrier, etc.
- Interior finish material type and thickness
- Interior bearing locations
- Ceiling height
- Roof construction including type and thickness of sheathing, ice barrier, roof covering, soffit/facia, insulation, vapor barrier, etc.
- Roof/ceiling framing size, type, and spacing
- Soffit/roof ventilation

## Additional Information

An Engineered design and/or review may be required for unique circumstances. The cost thereof is the responsibility of the owner.

### NOTE:

A  
complete  
set of plans  
will speed up the  
permitting process



PLAN SUBMITTAL

NEW HOME  
REQUIREMENTS



Building Department

704 Broadway  
Alexandria, MN 56308  
(320) 763-6678

## Required Information

- A signed and completed application form.
- A site plan, drawn to 1:20 scale.
- Two (2) copies of detailed plans, drawn to 1/8" or 1/4" scale, including the following:

Foundation Plan

Floor Plan(s)

Cross Section(s)

Stair Section(s)

Elevations

Energy Code Details:

Foundation Insulation

Rim Joist Insulation

Exterior Wall Insulation

Attic Insulation

Air Barrier

Vapor Retarder

Wind Wash Barrier

Truss Heel Height



Plans must be legible  
and drawn to scale

## Foundation Plan Information

- Overall building dimensions
- Exterior wall dimensions
- Interior wall dimensions
- Decks and porches (location & size including spacing of footings, floor joists, and headers)
- Exterior footing and foundation size
- Window and door sizes
- Location of required egress window(s), include window well size and sill height
- Cantilevers (locations, size, and method of construction)
- Brick ledge locations
- Interior wall construction
- Interior bearing wall footings (location and size)
- Headers/beams (locations, size, and type)
- Pad footings (location and size)
- Stairways (location, size, and direction of travel)
- Location of furnace, water heater, sump basket, floor drains, plumbing stack, smoke detectors, bathroom fixtures, and exhaust fans.
- Room titles
- Unexcavated areas
- Crawl space (access, size and location, type and thickness of insulation)
- Floor Framing (type, size, and spacing)
- Treated plate locations
- Soffit fire-stopping

## Floor Plan Information

- Overall building dimensions
- Exterior wall dimensions
- Interior wall dimensions
- Deck and porches including direction, size, and spacing of joists, rafters, trusses, footing sizes and location, header sizes, and stairway location
- Window and door location and sizes. Egress window(s) location, size, and sill height.
- Cantilevers (location, size and method of construction)
- Attic access size and location
- Floor joist/truss size, spacing, and direction
- Rafter/truss size, spacing and direction and location of all girder trusses
- Location of bathroom fixtures, exhaust fans, kitchen cabinets, and smoke detectors
- Room titles
- Soffit fire-stopping
- Header/Beam locations and sizing
- Stairways including location, size, and direction of travel
- Guardrail detail
- Garage firewall information including type of construction and type of door into dwelling

## Elevation Details

- Roof pitch
- Roof ventilation
- Location of porches and decks
- Specification of caulking and flashing at all exterior openings
- Accurate view of each elevation with respect to proposed grade.