4901 Manitou Road
Tonka Bay MN 55331
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www.cityoftonkabay.net

SURVEY REQUIREMENTS

INITIAL SURVEY

Every application for building permit (excluding interior remodels, re-roofs, re-siding and general maintenance) and land use request shall be accompanied by a certified survey at a scale and in the following quantities:

Building Permits:

- An electronic copy *and* three copies of a current registered land survey
- An electronic copy *and* three copies building plans

Land Use Requests (Pre-application, Variance, Conditional Use Permit):

- An electronic copy *and* three copies of a current registered land survey showing existing use (11x17)
- An electronic copy *and* three copies of a registered land survey showing proposed use (11x17)
- An electronic copy *and* three sets of building plans (11x17)

Surveys should include but not be limited to:

- Location of existing and proposed structures to include accessory structures and air conditioning units
- Parcel size in acres and square feet
- Building setbacks (front, rear, side, and lake including average setback) showing closest point of building to each property line.
- Existing average ground level at the corners of the proposed structure. This also needs to be calculated out on the survey notes.
- Lowest floor elevation of existing and proposed structures
- General location of vegetation.
- Current and proposed elevations for garage floor, basement floor and foundation top.
- Wetlands and ordinary high water mark elevations.
- Lot lines.
- Lot area above the ordinary high water mark
- All adjacent structures within 100 feet of property (show the setback from ordinary high water mark).
- Drainage plan (one-foot contours).
- Hardcover calculations (existing and proposed).
- Easements (road, utility and private).
- Floor area ratio (existing and proposed).
- Landscape plan and grading and drainage plan (existing and proposed)

FOUNDATION SURVEY

As-built foundation survey required prior to completing a foundation inspection (unless waived in accordance with the City's survey exemption policy) and shall include:

- Shall certify final setbacks of the structure being built
- Shall certify elevations at which the new structure exists.
- Failure to provide the foundation survey is in direct violation of this ordinance
- Expenditures incurred beyond the construction of the foundation will not be considered in determining the actions required to bring the building back into conformance if not built to approved plans.

AS-BUILT SURVEY

Required upon completion of new construction work (unless waived in accordance with the City's survey exemption policy) and shall include the following:

- Shall certify the final topography of the site.
- Shall verify the drainage patterns existing upon completion of work
- Shall include the distance from average ground level to the highest roof peak.
- Shall include any additional information needed by the city to ensure compliance with code.

The city reserves the right to withhold the certificate of occupancy for dwelling units until final grading addresses all problems that may be detrimental to adjacent properties.

Contact City of Tonka Bay at 952-474-7994 with additional questions.