



# COMMERCIAL BUILDING REQUIREMENTS

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New commercial buildings and additions require review by the Planning Commission and City Council prior to building permit submittal.

## Building Permit Application

Separate permit applications are required for mechanical, plumbing, fire suppression, signs, and electrical.

## Building Plans (2 full size and PDF)

- Submit architectural, structural, plumbing, mechanical, fire suppression and electrical plans.
- Plans must be signed as required by the MN Department of Labor and Industry.
- Plumbing plans must be submitted to the Minnesota Department of Labor and Industry for approval.

## Certificate of Survey (2 full size and PDF)

Survey must be certified by a MN licensed land surveyor and include all of the following:

- Legal description and address
- Scale (1"=50' or less) and north arrow
- Preparation and revisions dates
- Lot lines and easements of record
- Building setbacks
- Location and dimensions of existing and proposed structures and improvements
- Ground mechanical equipment
- Impervious surface amounts
- Lot corner and building elevations
- Benchmarks
- Adjacent sidewalks, curbs and streets
- Parking improvements and driveways
- Stormwater management improvements, delineated wetlands and buffers, drainage swales, etc.
- Utilities, well and/or septic system

## Metropolitan Council SAC Determination Letter

Submit application and necessary documents to Metropolitan Council Environmental Services to obtain a Sewer Availability Connections (SAC) determination on the number of units assigned to the project. Please forward questions to Met Council at 651-602-1005.

## Energy Calculations

Provide calculations for proposed structure to

verify State Energy Code requirements.

## Special Inspections and Testing Agreement

Before permit issuance, the architect or engineer of records shall prepare and submit this document as specified in the 2018 IBC, Chapter 17.

## Letter of Credit

Prior to permit submittal, provide the Planning Division detailed cost estimates of the following items to determine amount of letter of credit:

- Parking and driveway improvements
- Sidewalks and trails
- Retaining walls
- Sanitary sewer, water and stormwater utilities
- Grading
- Erosion minimization and sediment control
- Exterior lighting
- Landscaping

## Grading, Stormwater Management, Erosion Control and Utility Plans (2 full size and PDF)

Civil plans must be signed by a MN licensed engineer in accordance with the requirements of the Savage Zoning Ordinance. Include meter sizes on utility plans.

## Landscape Plan (2 full size and PDF)

Plan shall follow the Landscaping and Screening requirements of the Savage Zoning Ordinance.

## Soils Analysis /Geotechnical Report

Report must be prepared by a MN licensed geotechnical engineer.

## NOTE:

- Only complete applications will be reviewed.
- Work is not permitted to start prior to issuance of a building permit.
- As-Built Drawings and Certificate of Survey must be submitted in digital format for approval before a Certificate of Occupancy is issued.