



Plan Review Supplement

Please provide the following information and documentation referencing the 2015 MN State Building Code to accompany the building permit and project plans submitted for review for an addition, remodel, or new construction project.

Project Name/Address: _____

- Completed Building/Zoning Permit Application.
*Separate permits are required for electrical, mechanical, plumbing, fire suppression, fire alarms, and signage work
- Scaled floor plan(s) with all rooms labeled as to use
- Submittal must include summary details below, or separate sheet identifying:
 - o Building construction type: _____
 - o Tenant use: _____
 - o Tenant occupancy classification: _____
 - o Total occupant load: _____
 - o Total square footage (all levels): _____
 - o Travel distance to exits: _____
 - o Original building design (circle one): **Separated** **Non-separated**
- List of Exterior Materials Being Used
- Site Plan identifying:
 - o Locations of other structures on the property
 - o Distances of the new structure/addition to each property line and other structures
- Certificate of Survey (see attached checklist)
- Metropolitan Council SAC Review, Jessica Nye (651) 602-1378

For additional information or confirming details pertinent to this project, please contact Building Official Bob LaBrosse, at Office: (651) 458-2828 / Cell: (651) 485-8711 / Email: blabrosse@cottage-grove.org.