



ENVIRONMENTAL SERVICES
320 Third Street NW • Faribault, MN 55021
(507) 332-6113 • Fax (507) 332-6277
www.co.rice.mn.us

SINGLE FAMILY DWELLING PERMIT REQUIREMENTS

The following information must be submitted before a building permit can be processed and approved:

1. **Survey or Site Plan**
2. **Erosion Control Site Plan**
3. **Building Plans (Two full sets submitted to office)**
4. **Roof & Floor truss specs**
5. **Energy Code Compliance Forms**
6. **Mechanical Code Compliance Forms & Contractor Information**
7. **Plumbing Contractor and Radon Contractor Information**
8. **Septic System Permit/Design**
9. **Driveway Permit from roadway authority – (if required)**
10. **Miscellaneous as required per staff review**

Allow **10-15** business days for processing

Apply for this permit online at <https://permits.co.rice.mn.us> and choose: Building Permit Application.

BUILDING PLANS:

- **Elevation Drawings** [exterior views], of front, rear and sides of the finished building.
- **Floor Plans** of the basement and each floor showing the dimensions of the house, interior rooms and use of each room [bedroom, bathroom etc.], window and door locations [safety glazing if required], interior walls, header sizes, stairs and plumbing and mechanical equipment.
- **Section Drawings** [side cutaway view] showing the details of the footing, foundation construction with a drainage system, waterproofing and insulation, floor, wall and roof construction and wall sections. Provide floor and roof truss specifications.

MISCELLANEOUS: Other information as may be deemed necessary.

GENERAL INFORMATION

General Zoning requirements must be met. Contact our office at 507-332-6113 for specific requirements. A zoning permit application is required if a variance, conditional use permit or special evaluation is necessary for your project. Building permits will not be issued until all zoning requirements are approved.

Driveway Permits may be required for access to state, county or township roads. For specific state highway requirements contact the Minnesota Department of Transportation at 507-455-5805; for county roads contact the Rice County Highway Department at 507-332-6110; and for township roads contact your township clerk.

Electrical wiring must be inspected and approved by a state electrical inspector. Contact Minnesota Electrical Inspector Randy Edel at 507-334-3748 from 7:00 am to 8:30 am, Monday through Friday, to schedule an inspection or to answer electrical questions.

A Certificate of Occupancy is required before the house can be occupied. All the required inspections must be completed and approved including final approval from the State Electrical Inspector.