



**City of Duluth
Fire Department - Building Safety**

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When a Survey is Required

The following explains when a boundary survey is required to be submitted in addition to a site plan:

New buildings

Site plans and construction layouts for new principal buildings must be based upon site pins. The recorded plat is a registered survey. If the platted lot can be identified on the ground using site pins, a separate survey is not required. If the property boundaries cannot be located at the site, a survey is required to verify the location of the property corners (pins).

Additions and new buildings in the flood plain require two surveys. This is required to fill out the certificate of elevation required by the National Flood Insurance Program, The first is to identify the boundaries and elevations of the lot, and the second one is done after construction to certify the elevation of the building.

Residential accessory structures and additions or decks attached to existing residential buildings

A survey may not be warranted if:

Property pins can be located to measure from or the property owner has made a credible attempt to locate the property boundaries based upon accurate measurements from identifiable known surveyed markers and setbacks are sufficient to accommodate a reasonable margin of error for measuring process.

Basis for requirements

These guidelines are based on Minnesota State Building Code Section 1300.0130, Subpart 4: Site plan:

“The construction documents submitted with the application for permit shall be accompanied by a site plan drawn to scale, showing the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades, and the proposed finished grades, and it shall be drawn according to an accurate boundary line survey.” It also provides “The building official may waive or modify the requirement for a site plan if the application for permit is for alteration or repair or when otherwise warranted.”