

**PRINCETON TOWNSHIP  
BUILDING PERMIT PROCEDURES  
Lynn Paulson, Building Inspector  
763/479-1720 or 800/223-1720**

**Building Permit Requirements:**

- Site plan on survey to scale, showing location of all buildings, setbacks, septic system well, driving and parking areas. Please provide two (2) sets.
- Complete set of plans including all elevations, floor plans and section views. Engineer truss specs required for roof and floor trusses. Please provide (2) sets.
- Percolation test and design for septic system containing: All soil borings and perc test with a complete detailed system design conforming to MN Chapter 7080. Please provide two (2) sets.
- Energy calculations with appliance and ventilation specs to current energy code.
- Posted Street Address at Driveway.

**Inspections: Please schedule at least 24 hours in advance.**

- Footing or slab – prior to pouring concrete.
- Framing – structural inspection before roofing or siding. Windows to be installed.
- Rough plumbing – visual and air test (5 lbs. for 15 min.)
- Septic system – visual inspection before backfilling.
- Insulation – prior to sheetrock.
- Fireplace – before enclosing for clearance to combustibles.
- Gas test – 25 lbs. for 24 hours or final manometer.
- Plumbing final – visual and manometer.
- Electrical – State Electrical Inspector, Timothy Emery 320/692-4101, requires separate permit.
- Building final – all construction complete and inspected. Certificate of Occupancy issued. House numbers required.
- Wells – call MN Department of Health 800/383-9808.

**Driveway Culvert Permits:**

- Driveway culvert to be installed per engineering detail provided by the Township Engineer and available from the Town Clerk.
- Upon completion of driveway shall be inspected by the Zoning Administrator. With approval of the driveway and culvert the property owner will be eligible for a refund of fifty (50) percent of the driveway fee. The Zoning Administrator may be reached at the Town Hall.