	Residential Building Permit Application Checklist
BECKER TOWNSHIP *Established 1871*	Building Plans are required. While it is not required to have them professionally or computer drawn, it is recommended.

☐ Completed Residential Building Permit Application Form

☐ Certificate of survey
- o Required for new homes
- o If parcel is greater than 5 acres, a site staking certificate may be allowed.
- o See FAQ for Certificate of Survey Requirements

☐ Approved land use permit from Sherburne County, if applicable.
- o Check Beacon website, https://beacon.schneidercorp.com/

☐ Septic Compliance – contact office if you are unsure of when this was last completed.
- o New homes require a septic permit application at the time of new home permit application.

☐ Two sets of paper building plans drawn to scale.
- o If greater than 11 x 17 in size, a digital copy is required. Email to permits@beckertownship.org with owner name and address/site location in the subject line.

☐ Property owner waiver if no contractor

☐ Supplemental worksheet if adding a deck or above ground pool
- o See pool or deck FAQ's

☐ Energy Code Calculations – required for new homes.

☐ Driveway installation information if applicable.
- o New homes get one driveway with the parcel.
- o Sherburne County requires separate application if abutting a County Road.
- o Be sure elevations and location appear on certificate of survey.

☐ Soil borings when required – all new homes require a soil boring at the house pad location unless data is contained in the preliminary plat.

☐ Other documentation and information requested by the Township and reasonably necessary for adequate review and evaluation.
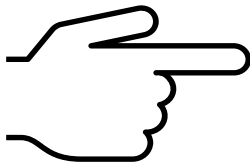
Once the new home construction is complete, an As-built Certificate of Survey is required. Please allow up to one week for review of the survey. Requesting/obtaining this document is the responsibility of whoever pulls the permit. A certificate of occupancy will not be issued until after the As-built Certificate of Survey is approved.

Becker Town Hall, 12165 Hancock Street, Becker, MN 763-261-5301