



### **INFORMATION REQUIRED FOR BUILDING PERMITS**

To obtain a Building Permit from the City of Victoria, the following information is to accompany your application:

1. A Building Permit application must be completed, signed, and submitted by the applicant.
2. Plumbing and Mechanical contractor information (name, license, etc...) must be included on permit application.
3. Must provide ventilation computation worksheet (category/house).
4. An exterior Envelope Average "U" Computation form must be completed and submitted by the applicant at the same time the Building Permit application is submitted.
5. Two (2) complete sets of blueprints for construction shall be submitted to the City of Victoria.
6. A Building Permit shall not be issued for any building in Victoria, unless two (2) copies of a certified survey (of the lot upon which the building is to be erected) are submitted and prepared with the following information:
  - A. Scale of drawing.
  - B. Lot and Block numbers.
  - C. Dimensions of lot and north arrow.
  - D. Dimensions of front, rear, and side yards.
  - E. Location of all existing buildings on the lot.
  - F. Location of proposed building or construction.
  - G. Location of stakes at the lot corners.
  - H. The setback dimensions of buildings from front, side, and rear lot lines.
  - I. The location of all recorded easements, both public and private.
  - J. Grade elevations at the following points:
    - 1) Each lot corner (both existing and proposed).
    - 2) Crown of street or top of curb, whichever is higher, at each lot line extended.
    - 3) Proposed lawn and driveway elevations at all sides of building.
    - 4) Elevation of the top of foundation and garage floor.NOTE: Refer to Ordinance No. 182, Floor Elevation Minimums.
  - K. The proposed disposal of drainage and surface waters indicating direction of surface water drainage by arrows. If necessary, location and size of driveway culverts must be shown.
7. If the proposed structure is situated in an area in which it is not possible to connect the City sewer, an individual sewage disposal design including percolation tests for two possible sites shall be included with the Building Permit application.
8. Erosion Control Plan - Submit 2 copies of an erosion control plan for the site. The plan must be initiated before the building permit is issued and scheduled before excavation. Provide silt-screen fencing, re-seeding and landscaping and other control methods as appropriate.

### **ADDITIONAL BUILDING PERMIT REQUIREMENTS**

All Building Permit applications are also subject to the Victoria City Code of Ordinances, which are enforced by the Planning/Zoning Administrator. If you have any further questions concerning these areas, we suggest that you contact the City Offices at (952) 443-2363.

For inspections, call:	Tom Gray Victoria Building Official (952) 443-2363	Al Tollakson State Electrical Inspector (952) 467-2232 (call between 7:00 and 9:00 a.m.)
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### **PLEASE GIVE A 24-HOUR NOTICE FOR INSPECTIONS**

*City of Victoria*

7951 ROSE, BOX 36, VICTORIA, MN 55386 ♦ Phone (952) 443-2363 ♦ Fax (952) 443-2110

## SETBACK REQUIREMENTS

Districts	Minimum Lot Size			Minimum Yards				Accessory Structures				
	Area	Width	Depth Feet	Front Feet	Interior Side Yard Feet	Street Side Yard	Rear Side Yard	Maximum Height Main Structure Feet	Minimum Setbacks			Maximum Height
									Front Feet	Side Feet	Rear Feet	
AG Agricultural District	10ac.k	270	270	35c	15	15	100	35	35e	100	100	N/A
R Residential District	5 ac. a-k	270	270	35c	15	15	100	35	35e	15	100	35
	1ac. b	125	135	35c	15	15k	30	35	35e	5	5e	35
	Shoreland	110	135	35	m	15k	30	35	35	5	5	35
		100	140	40	m	15k	30					
		95	142	42	m	15k	30					
		90	150	45	m	15k	30					
	17,500 sq.ft. n	110	135	35	m	15k	30	35	35	5	5	35
		100	140	40	m	15k	30					
		95	142	42	m	15k	30					
		90	150	45	m	15k	30					
	1/2ac. g	110	135	35	15	15k	30	35	35	5	5	35
MR Multiple Residence District	12,000 sq.ft.	90	120	35h	20i	35h	35h	None setback to determine height	35	20	10	35
LMR Lake Minnetonka Residence District	40,000 sq.ft.	100	175	35c	15	15	1/3 lot depth c		35c	5	5e	
CBD Central Business District	Not Applicable			See Section 450				35	See Section 450			35
C-1 Office and Limited Commercial Dist.	See Section 445			35	20	30	40	35				
C-2 Neighborhood Commercial District	See Section 450											
I-1 Light Industrial District	See Section 455											
I-2 General Industrial District	See Section 460											
PID Planned Industrial District	See Section 465											

- a. Without public sanitary sewers.
- b. Adjacent to shoreline when public sanitary sewer is available.
- c. Lakeshore setback minimum is 100 feet from high water mark.
- d. Within 1,000 feet of shoreline, see Section 415:06-2.
- e. Shoreland regulations apply for setback from shoreline.
- f. With public sanitary sewers.
- g. Two-family dwelling with public sanitary sewers.
- h. Or the height of the building, whichever is greater.
- i. Or the height of the building if it abuts a residential district.
- j. See Section 2.13 of this article.
- k. Where lot does not front on a street driveway easement of 50 feet in width is required from property to street.
- l. In Shoreland Area Article X, Section 6.16 applies.
- m. The sum of the two side yard widths on each lot must total a minimum of 30 feet with no side yard being less than 10 feet.
- n. For lots within a subdivision and/or Planned Unit Development which were approved by the City prior to April 18, 1996, the minimum lot area shall be 12,500 square feet; the minimum lot width, 90 feet; the minimum lot depth, 135 feet; the minimum front yard setback, 35 feet; the sum of the two side yard widths on each lot must total a minimum 25 feet with no side yard being less than 10 feet; and accessory structures shall be as specified in the chart above. Or, the minimums shall be as allowed in the plat or PUD. However, such lots in the Shoreland District are also required to meet the Shoreland District requirements or as allowed in the plat or PUD approved by the City.

**PLEASE NOTE** - The setback requirements vary between the different subdivisions. Please verify all setback distances with the City Offices.