



CITY OF NORTH MANKATO

Addition Plan Submittal Requirements

PERMIT REQUIREMENTS

A building permit and plan review are required for all additions. Building permit fees are based on the valuation, materials and labor, of the project. If a homeowner elects to construct the addition and only provides the cost of the materials on the permit application, the Building Inspection Department will double the material cost to provide a labor cost, resulting in the full valuation of the addition. The Building Inspection Department will check all valuations provided against a square footage cost as adopted by the City of North Mankato.

REQUIRED INFORMATION WHEN APPLYING FOR A PERMIT

1. A signed, completed building permit application (found on the City of North Mankato’s Website).

2. Site Plan

- Lot dimensions
- Location and size of existing structures
- Location and size of the proposed structure
- Distance of structure from property lines
- Location of Ravines when applicable

3. Construction Drawings SHALL include the following information to be provided on the Addition Plans

FLOOR PLAN/ELEVATION PLANS:

- Location of exterior walls
- Location of all existing and proposed interior walls
- Name of each existing and proposed rooms
- Wall construction materials
- Headers indicated on plans
- Floor joist size and spacing/Floor trusses indicated on plans
- Location of existing or proposed plumbing fixtures, furnace, water heater, etc.
- Location of stairways, fireplaces, etc.
- Location of smoke alarms and carbon monoxide alarms

CROSS SECTION PLAN:

- Proposed finished ceiling height
- Finish materials for walls, floor, and ceiling
- Existing and proposed insulation and vapor barrier
- Roofing material and roof pitch

FOOTING/FOUNDATION PLAN:

- Footing width & depth
- Foundation wall thickness & depth
- Depth from grade to bottom of footing
- Foundation wall material (block, poured, wood, etc.)
- Rebar size, quantity, & spacing
- Overall length & width of addition

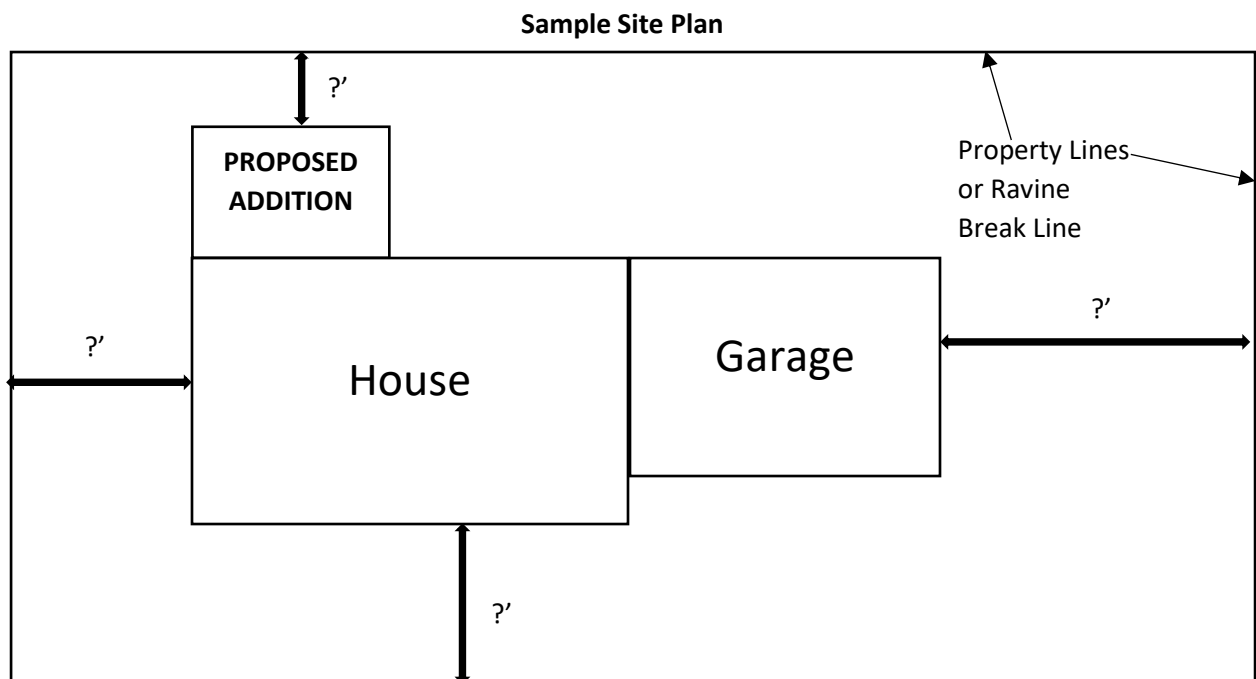
PROJECT CHECKLIST

- ❖ Minimum ceiling height shall not be less than 7'-0". (R305.1)
- ❖ Habitable rooms shall have a floor area of not less than 70 square feet. Habitable rooms shall not be less than 7 feet in any horizontal dimension. (R304.2 & 304.3)
- ❖ An egress window is required in every bedroom and in basements when habitable space is first added or habitable space is expanded. If an egress window is installed in a basement bedroom, an additional egress window is not required in the balance of the basement unless there are additional bedrooms. (See *Emergency Escape & Rescue Opening* handout for more information) (R310)
- ❖ Sill/sole plates shall be preservative-treated and adequately secured to the floor. (R317.1)
- ❖ Smoke alarms and carbon monoxide alarms shall be installed and operational. Smoke alarms shall be hard-wired and interconnected when interior wall or ceiling finishes are removed exposing the structure. (See attached smoke and carbon monoxide alarm handout) (R314)
- ❖ If a gas fireplace is installed, a gas line air test inspection is required. The test shall consist of 25 psi for a minimum of 30-minutes. If a CSST gas line is installed to the fireplace, it shall be bonded to the electrical service grounding electrode system with a jumper not smaller than 6 AWG copper wire. (Fuel Gas Code 310)
- ❖ Framing installed at the perimeter of the basement shall not be in direct contact with the foundation wall.
- ❖ Braced wall panels/braced wall lines shall comply with Chapter 6 of the 2015 MN Residential Code (R602.10)
- ❖ Fireblocking is required at the following locations: (refer to attached diagram)
 - 1) In concealed spaces of stud walls and partitions, including furred spaces and parallel rows of studs or staggered studs, as follows:
 - 1.1. Vertically at the ceiling and floor levels.
 - 1.2. Horizontally at intervals not exceeding 10 feet.
 - 2) At all interconnections between concealed vertical and horizontal spaces such as occur at soffits, drop ceilings and cove ceilings.
 - 3) At openings around vents, pipes, ducts, cables and wires at ceiling and floor level, with an approved material to resist the free passage of flame and products of combustion. The material filling this annular space shall not be required to meet the ASTM E 136 requirements.
 - Fireblocking materials shall consist of the following:
 - 1. Two-inch nominal lumber.
 - 2. Two thicknesses of 1-inch nominal lumber with broken lap joints.
 - 3. One thickness of 23/32-inch wood structural panels with joints backed by 23/32-inch wood structural panels.
 - 4. One thickness of 3/4-inch particleboard with joints backed by 3/4-inch particleboard.
 - 5. One-half-inch gypsum board.
 - 6. One-quarter-inch cement-based millboard.
 - 7. Batts or blankets of mineral wool or glass fiber or other approved materials installed in such a manner as to be securely retained in place.
 - 8. Cellulose insulation installed as tested for the specific application.
- ❖ Heat supply and return registers shall be installed in areas to maintain a minimum room temperature of 68°F.
- ❖ Drilling and notching of framing members shall be in accordance with the Minnesota State Residential Building Code. (See *Drilling and Notching of Framing Members* handout for more information) (R502.8, 602.6)
- ❖ Window fall protection devices required on operable windows where the lowest part of the opening is located more than 72" above the finished grade and less than 36" above the finished floor of the room. (R312.2.1)
- ❖ Safety glazing required in windows located adjacent to doors where the nearest vertical edge of the glazing is within a 24" arc of either vertical edge of the door in the closed position and the bottom exposed edge of the window glazing is less than 60" (R308.4.2)

- ❖ Footings shall be a minimum of 42" below grade or shall extend to the same depth of the existing dwelling footings.(1303.1600 Subp. 1)
- ❖ Foundation shall be waterproofed if the area under the addition encloses below grade interior spaces, floors, and crawl spaces. Waterproofing shall extend from the top interior wall edge, across top of the wall, and down the exterior wall face to the top of the footing.
- ❖ R-15 insulation for concrete and masonry foundation walls shall be installed, with a minimum of R-10 installed on the exterior of the wall. Detail shall be indicated on plans identifying type and thickness of foundation wall insulation.
- ❖ Vapor retarder & air barrier required on the warm in winter side of the wall (R402.1.1.7)
- ❖ Minimum of R-20 insulation shall be installed in stud wall cavities (Table R402.1.1)
- ❖ Minimum of R-49 insulation shall be installed at the ceiling area (Table R402.1.1)
- ❖ Ice and water underlayment on an asphalt shingled roof is required from the lowest edges of all roof surfaces to a point at least 24" inside the exterior wall line of the building (R905.2.7.1)
- ❖ Proper soffit and roof ventilation is required for enclosed attic spaces and shall be 1/300 of the vented space, at least 40% and not more than 50% of the required ventilating area shall be located in the upper portion of the attic or rafter space. (R806.2)

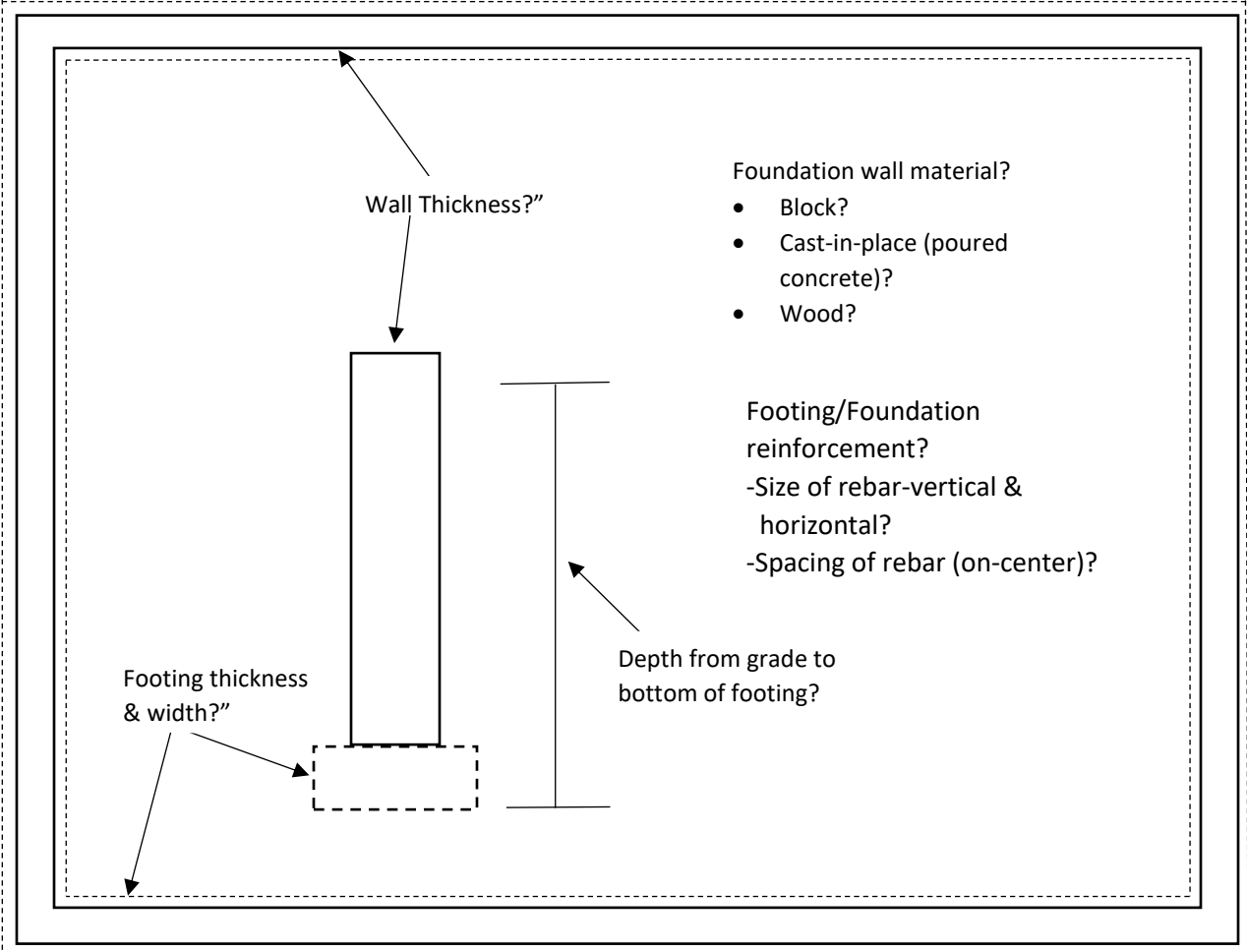
After all the above items are organized, the application may be submitted to the Building Inspection Department. Please make sure all listed items are included. This helps to ensure a prompt turnaround time.

*****NOTE: IT WILL TAKE APPROXIMATELY 7 TO 10 BUSINESS DAYS TO RECEIVE A PERMIT ONCE COMPLETE PLANS AND APPLICATION HAVE BEEN SUBMITTED.**



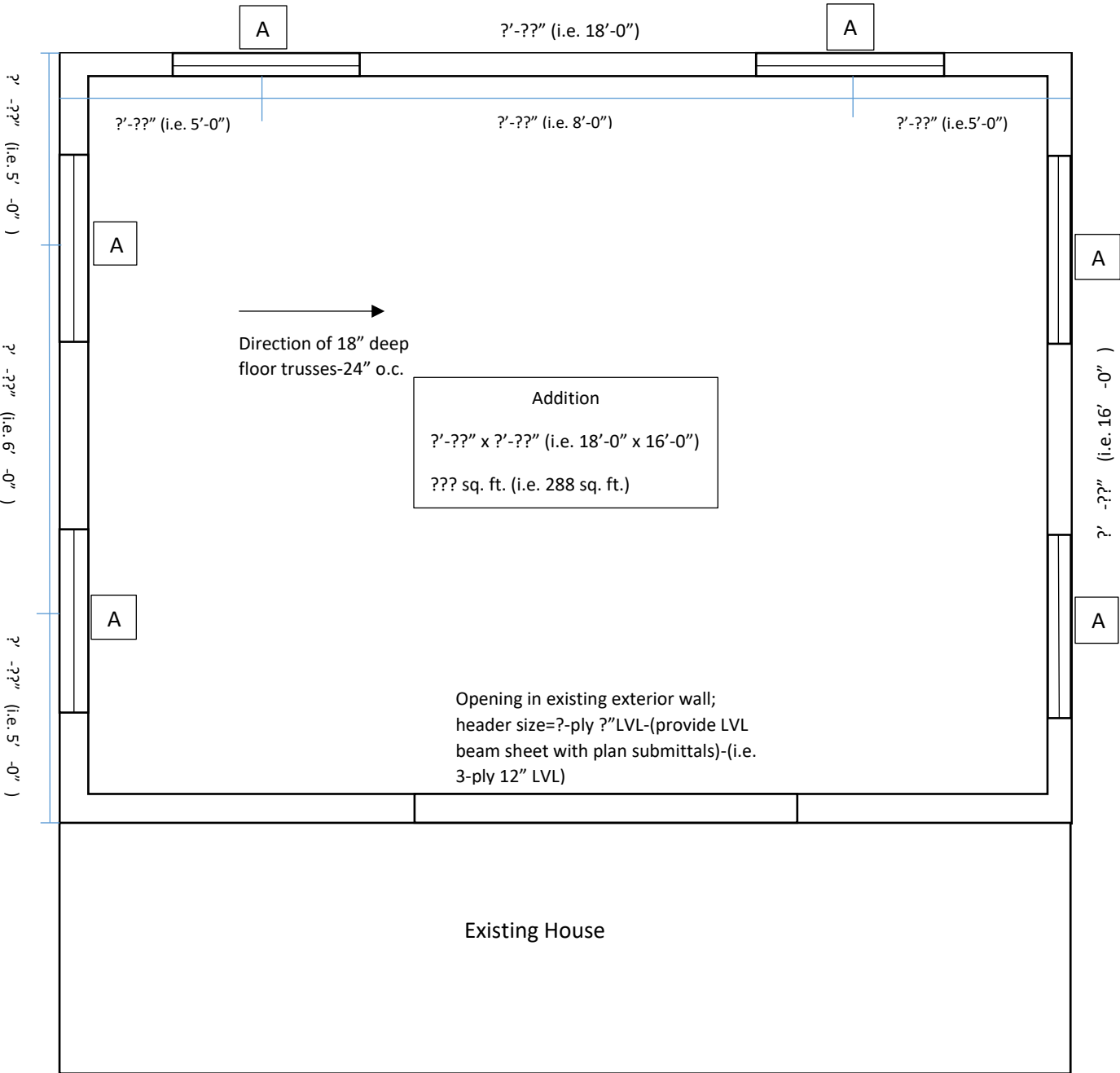
Sample Foundation Plan

?'-??"



?'-??"

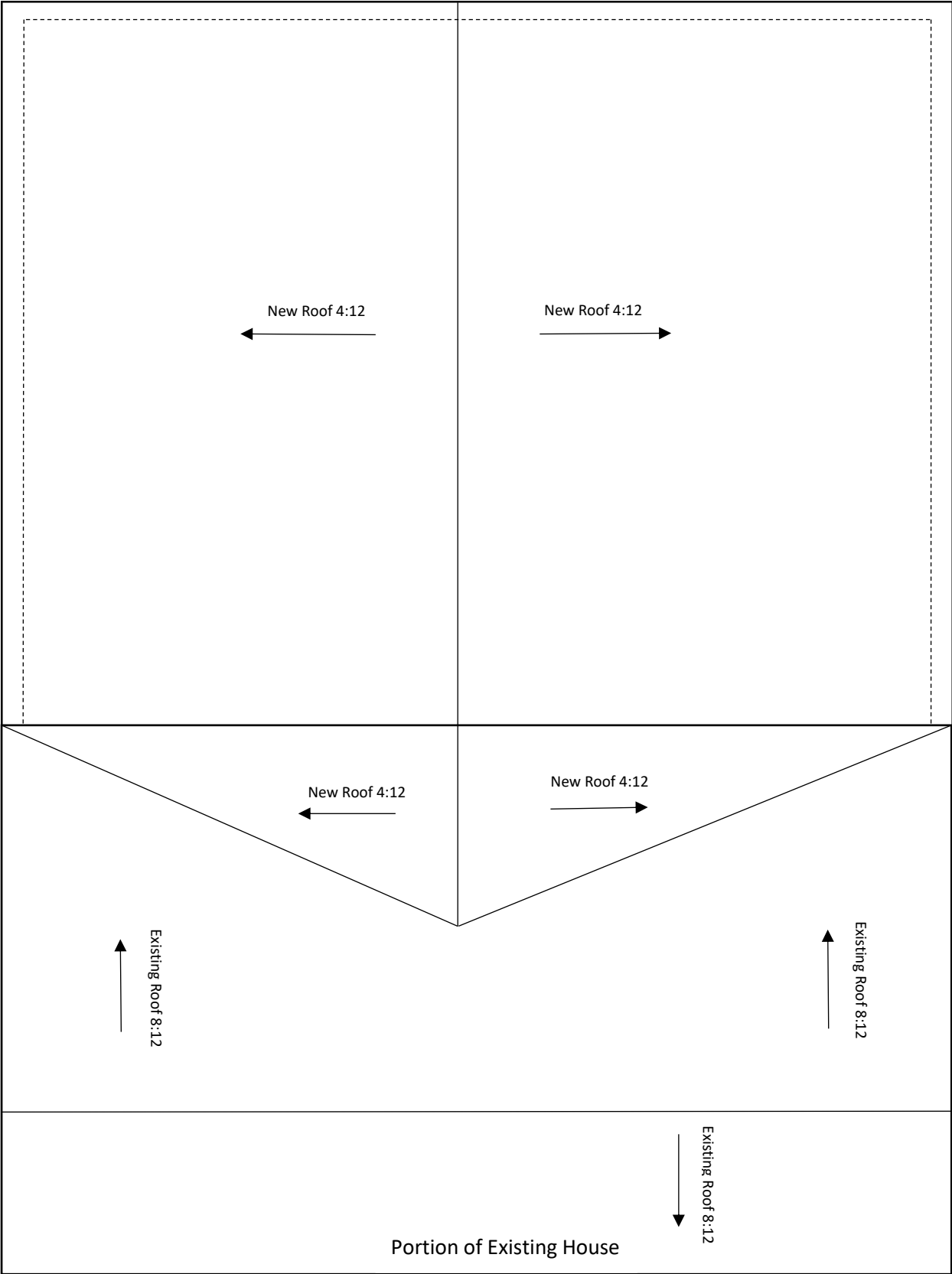
Sample Floor Plan



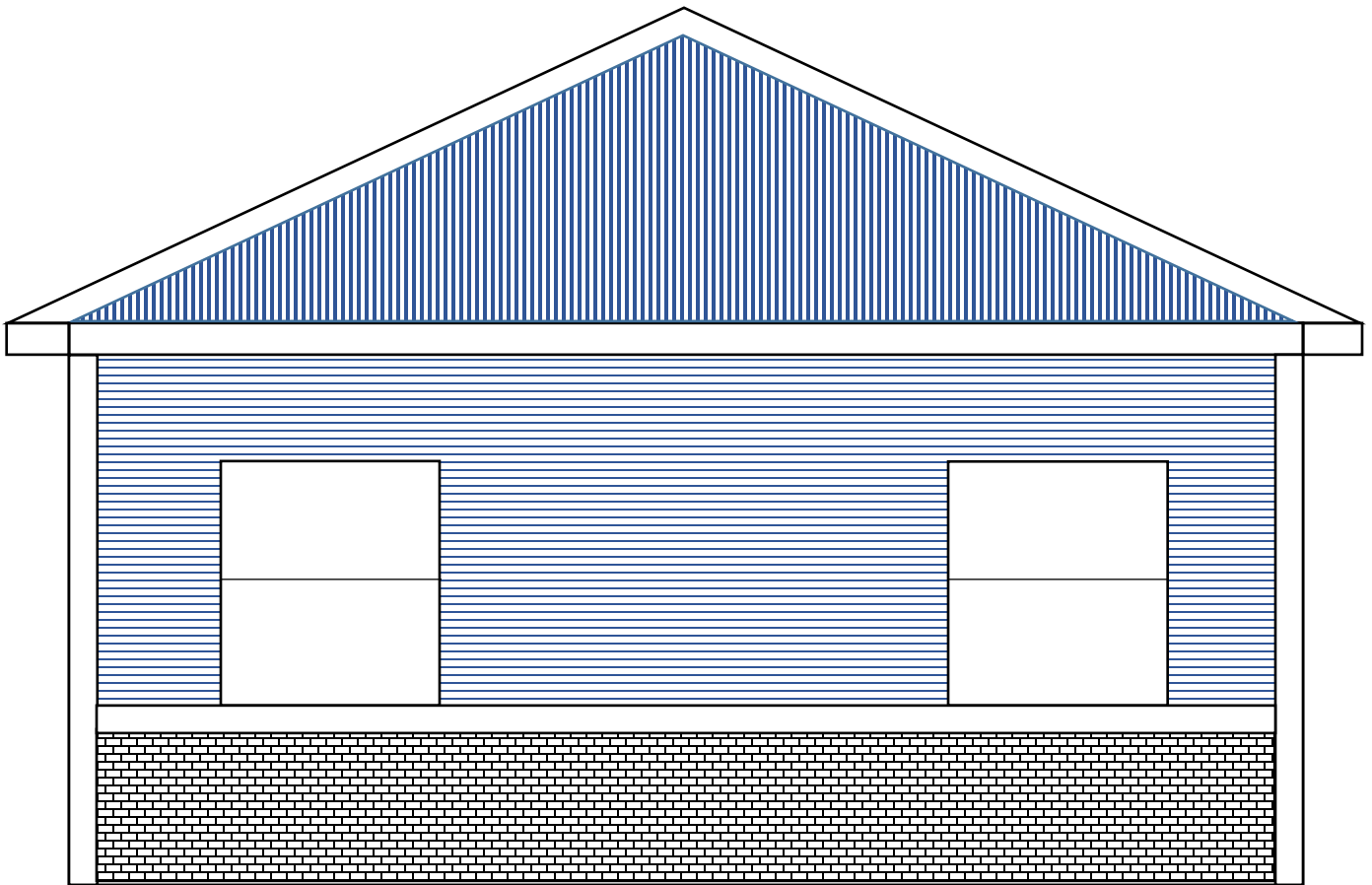
Window Schedule

A -?-??" w x ?'-??"h rough opening (i.e. 4'-0"w x 4'-0"h)-Double Hung Window;
 Header size=?-ply ?" x ?" (i.e.-2-ply 2 x 12)

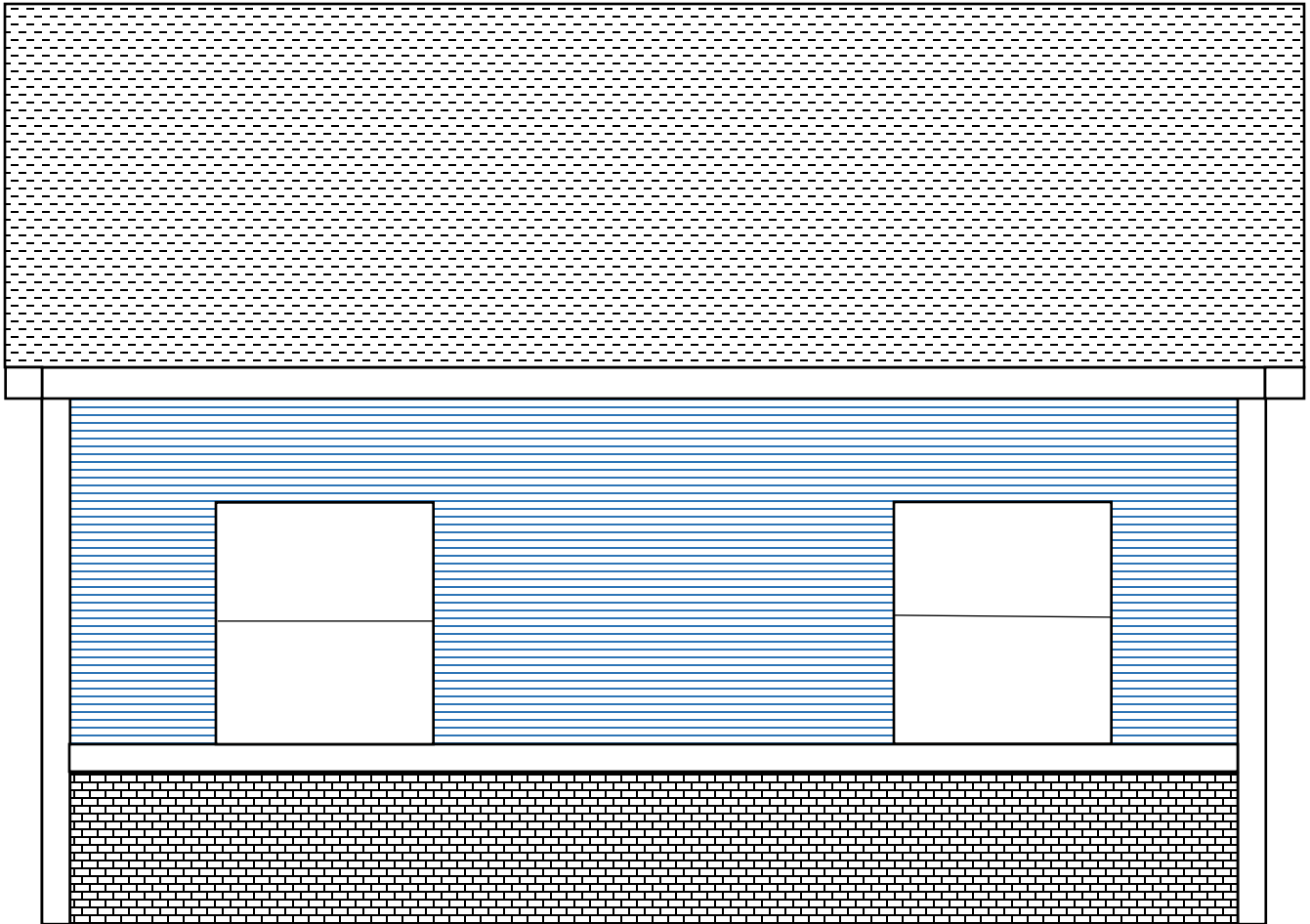
Sample Roof Plan



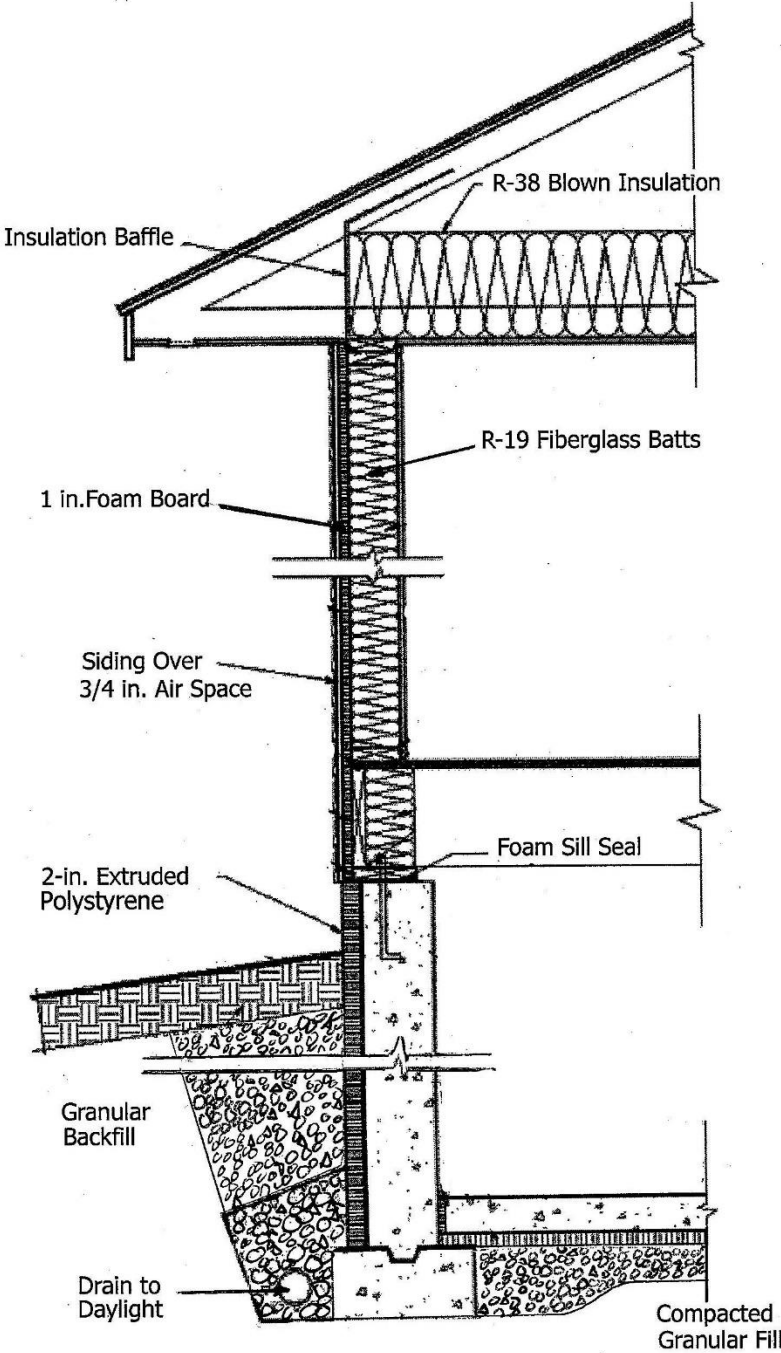
SAMPLE FRONT ELEVATION



SAMPLE SIDE ELEVATION



SAMPLE WALL SECTION



WALL SECTION - TYP.

SAMPLE WALL SECTION DETAIL

