



**CITY OF NORTH MANKATO**

**Porch Plan Submittal Requirements**

**PERMIT REQUIREMENTS**

A building permit and plan review are required for all porches. 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**
  - a. Lot dimensions
  - b. Location and size of existing structures
  - c. Location and size of the proposed structure
  - d. Distance of structure from property lines
  - e. Location of Ravines when applicable
- 3. Construction Drawings SHALL include the following information to be provided on the Porch Plans**

**FLOOR PLAN/ELEVATION PLANS:**

- Location of exterior walls
- Location of all existing and proposed interior walls
- Wall construction materials
- Beam and post dimensions and attachments
- Headers indicated on plans
- Floor joist size and spacing
- Location of stairways, fireplaces, etc.
- Location of smoke alarms and carbon monoxide alarms
- Engineering for bracing requirements for elevated porches

**CROSS SECTION PLAN:**

- Footing size & depth
- Proposed finished ceiling height
- Finish materials for walls, floor, and ceiling
- Roofing material and roof pitch

## 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)
- ❖ 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)
- ❖ Provide engineering for bracing requirements
- ❖ 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)
- ❖ Landings, ramps, balconies and porches which are more than 30" above the grade of floor below shall be protected by a guard not less than 36" in height. Open guards shall have intermediate rails or an ornamental pattern such that a 4" diameter sphere may not pass through (R312)
- ❖ When a stairway is provided, the minimum width shall not be less than 3' in width. The maximum height of the risers shall be 7¾", minimum tread depth shall be 10" with a nosing not less than ¾" and not more than 1¼" shall be provided on stairways with solid risers unless tread depth is 11" (R311.7.5)
- ❖ Stairways having 4 or risers shall have an approved, continuous handrail. The top of the handrail shall be installed not less than 34" or not more than 38" as measured vertically above the tread nosing (R311.7.8)
- ❖ Handrails shall be continuous for the full length of the flight of stairs and graspable. Handrail ends shall be returned or terminate in newel posts. Handrails adjacent to a wall shall have a space of not less than 1½" between the wall and the handrail (R311.7.8.2)
- ❖ Guards shall be located along the open sides of floors, stairs, ramps, and landings located more than 30" vertically above the floor of grade below. Guard height shall be a minimum of 36", except at stairs, which shall be a minimum of 34" measured vertically above the tread nosings (R312.1)
- ❖ 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)
- ❖ 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.**