



# Building Code Division

3rd Floor, 208 NW 1st Ave, Faribault, MN 55021 [www.ci.faribault.mn.us](http://www.ci.faribault.mn.us)

Alan Ernste,	Building Official	(507) 333-0347
Dave Mathews,	Building Inspector	(507) 333-0357
	Schedule Inspections	(507) 333-0387

## Basement Finishing ..... *INCLUDES 2007 CODE CHANGES!*

DON'T FORGET TO PICK UP OTHER APPLICABLE HAND-OUTS: EMERGENCY ESCAPE, SMOKE DETECTORS, BASEMENT INSULATION ...

Building permits must be obtained by an owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure (Minnesota Rules [MR] 1300.0120).

### Important items to consider include:

- required inspections ..... p. 2
- egress window, window wells, gas appliances ..... p. 3
- smoke detectors, compliant stairway, ceiling height, room heating, treated sill plates ..... p. 4
- bathrooms, insulation, moisture barrier & vapor retarder ..... p. 5 ff

### **PLEASE INCLUDE THE FOLLOWING WITH YOUR PERMIT:**

1. Completed **permit form** (included on last page of this packet).
2. **Two copies** of the following building plans:
  - A. **Floor plans**, including:
    1. Room uses, dimensions and whether room will be finished or not.
    2. Location of new mechanical equipment, including:
      - a) Heaters (i.e. furnace, water heater, etc.)
      - b) Ventilation (air exchangers, exhaust fans, etc.)
      - c) Large appliances (washer, dryer, etc.)
      - d) Decorative appliances (gas fireplace, etc.)
    3. Smoke detector locations.
    4. Size and locations of bath tub access panels.
    5. Window and door locations and sizes, manufacturer and unit numbers.
    6. Safety glazing and egress window locations.
    7. Sizes, spans and spacing of new or altered floor joist.
    8. Size and span of new or altered beam supporting joists.
    9. Sizes and spacing of new posts supporting beams.
    10. Stair and landing locations, dimensions and required lighting.
  - B. **Cross section** of exterior wall, including:
    1. Foundation wall material, approx. dimensions, damp-proofing and insulation.
    2. Sill plate and rim joist type and size as well as rim joist insulation.
    3. Wall framing type, height, insulation, headers, air/vapor barrier type and location, interior wall finishing materials.
    4. Clear headroom dimensions.

This handout corresponds to the **2006 International Residential Code (IRC)** as adopted in **Minnesota Rules (MR), Chapter 1309** and applies to the construction, alteration, moving, demolition, repair and use of any detached one- and two-family dwellings as well as townhouses not more than three stories high. Other applicable codes and ordinances of the City of Faribault also apply.

**REQUIRED INSPECTIONS (TO BE OBTAINED DURING THE CONSTRUCTION PERIOD AS THEY APPLY):**

**It is the responsibility of the party doing the work to make arrangements with the building department for inspections (MR 1300.0210):**

1. **Plumbing Inspection**  
New or altered underground plumbing pipes must be inspected before covering with dirt or concrete. Above ground vent and waste pipes must be inspected and air tested if possible before wall covering is applied.
2. **Mechanical Heating System Inspection**  
Ducts and pipes used to convey the source of heat throughout the finished area must be accessible and exposed.
3. **Gas Piping Inspection**  
The inspection must be made after gas piping has been installed and before any piping has been covered or concealed. The inspection must include an air pressure test at which time the fuel piping must stand a pressure of not less than 25 pounds for at least 30 minutes.
4. **Electrical Inspection: A SEPARATE PERMIT IS REQUIRED.**  
Call Steven Kletschka, State Electrical Inspector at 507-334-3450, Monday through Friday between the hours of 7:00-8:30 a.m.
5. **Framing Inspection**  
To be scheduled after the interior partitions, any fire blocking and bracing are in place and all rough plumbing, rough heating and the electrical inspection has been completed.
6. **Insulation Inspection**  
Insulation and vapor barrier are in place, and electrical, plumbing and heating penetrations have been sealed where required. This inspection occurs prior to the installation of the wall covering.
7. **Gypsum Board (Sheetrock) Inspection**  
To be made after all material is in place but before joints and fasteners are taped and finished.
8. **Final Inspection**  
The final inspection is to be made after work is completed and the building is ready for occupancy.



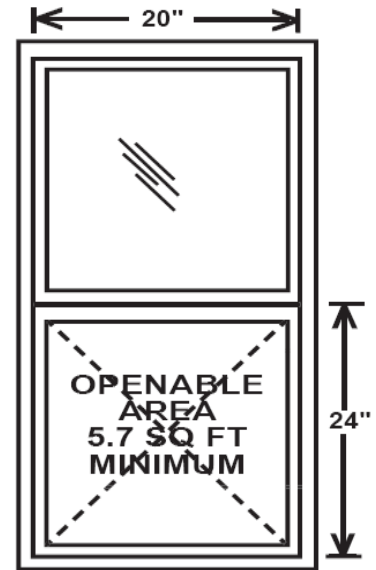
**Know what's below.  
Call before you dig.**

**CALL 811 AT LEAST 2 FULL BUSINESS DAYS BEFORE YOU DIG.**  
*www.call811.com OR www.gopherstateonecall.org*

**NEW CONSTRUCTION & REMODELED AREAS MUST MEET THE FOLLOWING CODE PROVISIONS:**

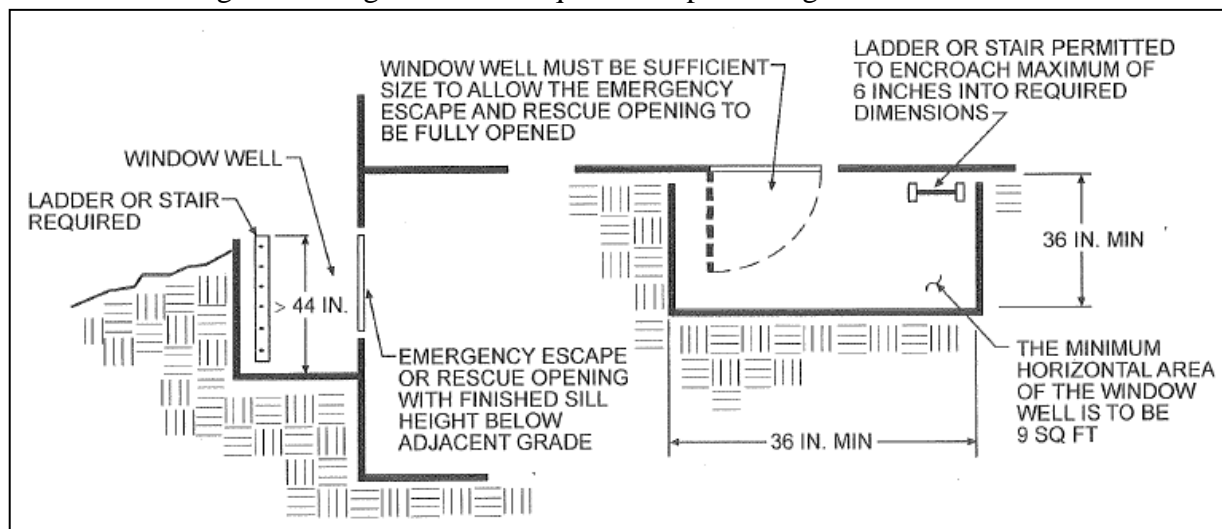
1. **Emergency escape and rescue openings (egress windows)** are required (IRC R310):

- A. In the basement and every sleeping room.
- B. Net clear open area (measured with the window open) must be at least 5.7 square feet when the sill is further than 44 inches above or below grade, otherwise the opening must be at least 5.0 square feet.  
The above dimensions must be obtained by the normal operation of the window, i.e. the sashes on a double hung window need not be removed to obtain the open area.
- C. The clear opening height must be at least 24 inches, and the clear opening width at least 20 inches. (At least one of these dimensions will be larger to meet the required open area.)



2. **Window wells** must meet the following (IRC 310.2):

- A. Minimum clear dimensions of 36" x 36".
- B. A ladder or steps required if the window well is deeper than 44".
- C. Covers must be releasable or removable from the inside without the use of a key, tool, special knowledge or force greater than required to open the egress window.



- 3. New **gas lines** will require an air test as required in the Minnesota State Code (IFGC, Section 406).
- 4. All **gas appliances** and heating units shall be installed according to the manufacturer's installation instructions and inspected to meet minimum standards of applicable code(s) (IFGC, Chapter 6).
- 5. **Chimney connectors** must not pass through any floor or ceiling. They must be of approved materials and maintain required clearances where they pass through walls constructed of combustible materials. (IMC 803.10.4)
- 6. All **electrical wire** must be approved by the electrical inspector (see Item 4, previous page) before the framing inspection (MR 1300.0210).

**CARBON MONOXIDE ALARMS**

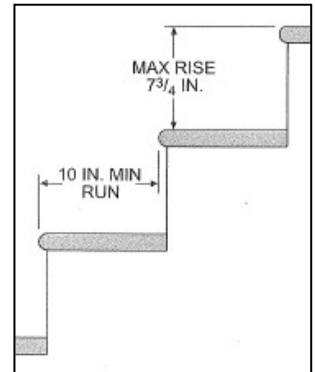


**NEW LAW GOES INTO EFFECT AUGUST 1, 2008!**  
All existing single-family homes must have a UL-approved carbon monoxide (CO) alarm within 10 feet of each bedroom.

7. Hardwired, interconnected **smoke detectors** with battery backup are required (IRC R313):
  - A. In each sleeping room.
  - B. Outside of each sleeping area in the immediate vicinity of the bedrooms.
  - C. On each additional story.

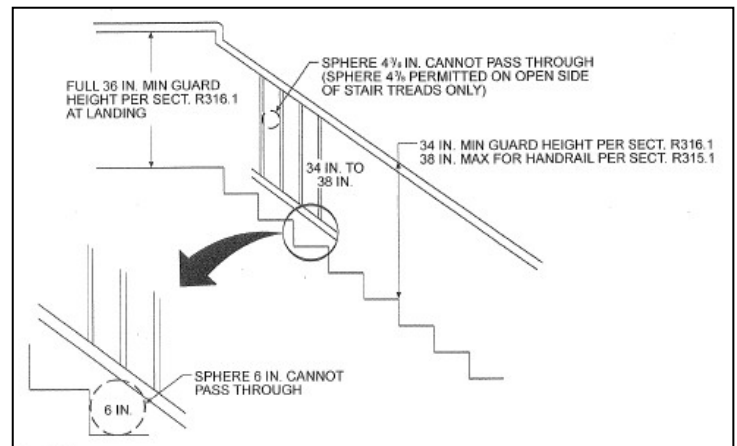
**Please note:** Smoke detectors must be updated throughout the house. They must be interconnected and hardwired except where the alterations do not result in the removal of wall or ceiling finishes.

8. **Stairs** accessing a basement without habitable rooms\* must comply with the following once habitable space is created. They must have:
  - A. A riser height not exceeding 7 ¾ inches and a tread depth of at least 10 inches (IRC 311.5.3).
  - B. Headroom of not less than 6 feet, 8 inches (IRC R311.5.2).
  - C. Lighting, activated from each floor level (three-way switches) (IRC R303.6).



9. **All stairs** with an enclosed, accessible space underneath must have a minimum of ½-inch gypsum board under-stair protection (IRC R311.2.2).

10. Graspable **handrails** (34 to 38 inches high) and **guardrails** (36 inches high) must be installed where required (IRC R311.5.6 and R312).



11. **Pressure treated wood** or an approved species and grade of lumber are required for all sills and sleepers on a concrete or masonry slab that is in direct contact with the ground unless separated from the slab by an impervious moisture barrier (IRC R319).

12. **Room size** (IRC R304):

- A. Every dwelling unit must have one (1) room with at least 120 square feet of floor area.
- B. All habitable rooms\* must be at least 70 square feet.

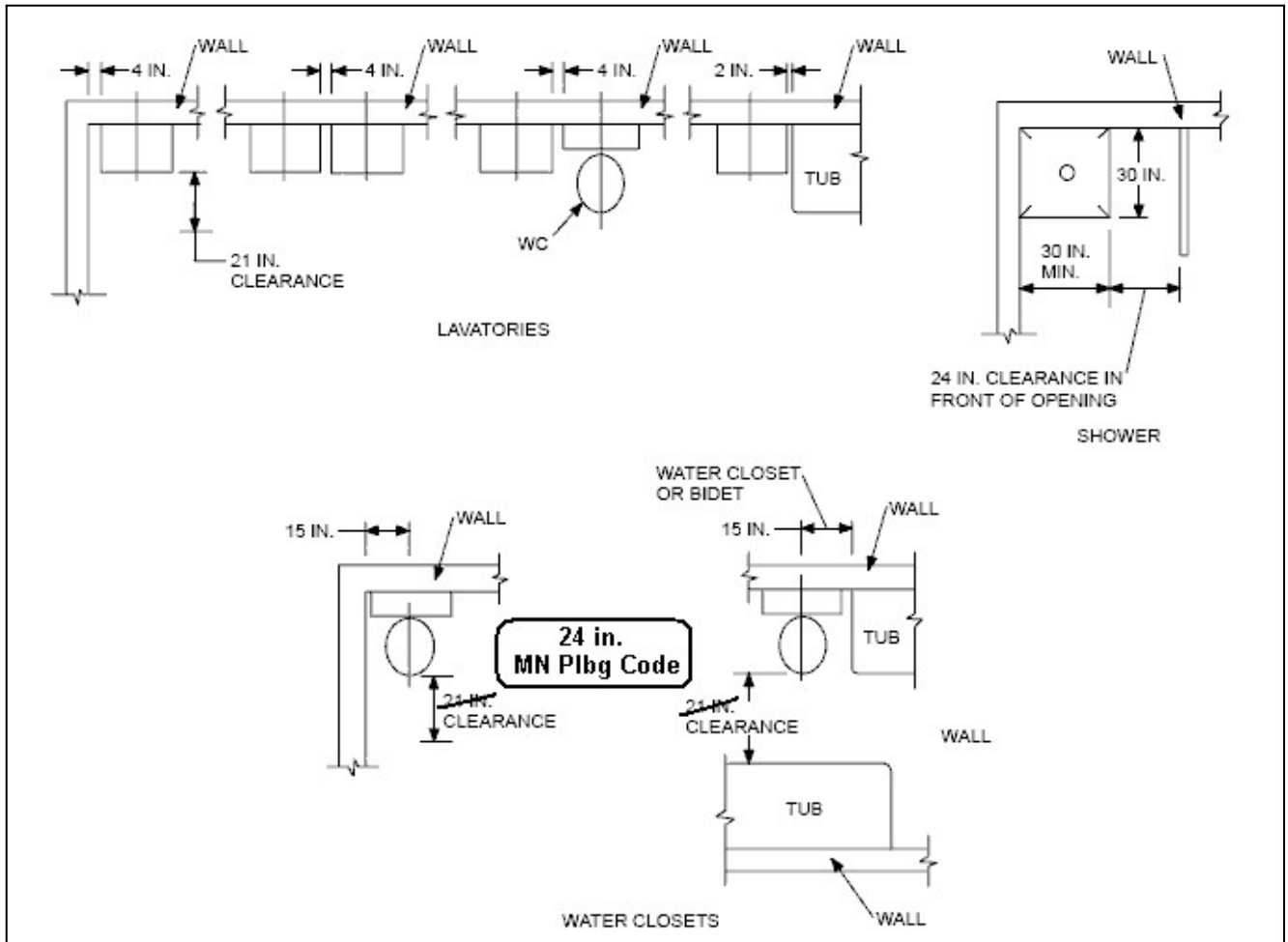
13. A **ceiling height** of at least 7 feet is required in all habitable rooms\*, hallways, corridors, bathrooms, toilet rooms, and basements. The required height must be measured from the finished floor to the lowest projection from the ceiling. Exception: Beams and girders spaced not less than 4 feet on center may project not more than 6 inches below the 7 foot ceiling height (IRC R305).

14. A means of **heating** all habitable rooms\* to a minimum temperature of 68°F at a point 3 feet above the floor must be provided (IRC R303.8).

15. **Natural lighting** must be supplied to all habitable rooms equaling at least 8 percent of its floor area unless 6 footcandles of artificial light is provided over the area of the room (IRC R303.1). **Natural ventilation** is required equaling at least 4 percent of the floor area being ventilated or approved mechanical ventilation.

\* HABITABLE ROOMS includes those used for living, sleeping, eating or cooking. Not considered habitable rooms are bathrooms, toilet rooms, closets, halls, storage or utility spaces and similar areas. (IRC R202).

16. All **new plumbing** will be required to be air tested as per the Minnesota Plumbing Code (MR 4715.2820).
17. Outside **sill cocks** must be protected against backflow and back-siphonage (MR 4715.2000).
18. A shower or combination shower-bath must be equipped with an **anti-scald type shower control valve** (MR 4715.1380).
19. **Bathroom fixtures** must be spaced according to the following figure (IRC R307.1):

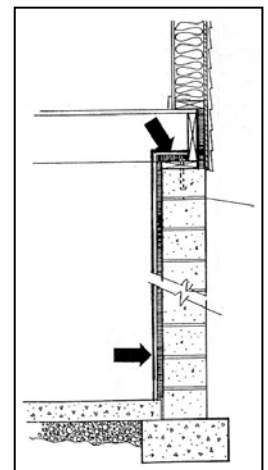


20. **Flash** the following with sheet metal or other approved flashing (MR 1309.0703):

- A. At top of all exterior window and door openings.
- B. At the intersection of chimneys with frame walls.
- C. Under and at the ends of masonry, wood or metal copings and sills.
- D. Continuously above all projecting wood trim.
- E. Where the porches, decks or stairs attach to wood-frame construction.
- F. At wall and roof intersections.
- G. Where exterior material meets in other than a vertical line.

21. **Foam plastic insulation** must comply with the following (IRC R314):

- A. It must have a flame-spread rating of not more than 75 and a smoke-developed index of not more than 450.
- B. It must be separated from interior habitable spaces of the building by minimum ½-inch gypsum board.
- C. Spray-applied foam insulation in the rim joist area does not require a thermal barrier if it meets a flame-spread rating of 25 or less and a smoke developed index of 450 or less.



22. **Minnesota Energy Code (MEC) requirements (part 7672.1200).**
- A. If converting from a different occupancy and energy use is not greater than the prior occupancy, there are no requirement changes. If energy use is greater, then compliance with MEC Chapter 7672 is required and may be demonstrated in one of three ways:
    - 1. The addition alone.
    - 2. The addition together with the entire existing building.
    - 3. The addition together with energy improvements or remodeling other components of the building as part of the same permit.
  - B. MEC 7672.1000 requires a residential ventilation system.
  - C. If the alteration reduces air leakage, then combustion air is required in the altered area per the Minnesota Mechanical Code.
  - D. Storm windows may be installed over existing glazing without meeting the requirements of MEC Chapter 7672.
  - E. Reglazing and repairs to existing windows are not required to meet MEC Chapter 7672.
  - F. Interior wall finish may not be replaced unless wall cavities have been insulated to full depth. This item shall apply whenever plaster is removed, even though lath may not have been removed. Exception: Walls that are back-plastered, walls that are more than 50 percent filled with insulation and walls without framing cavities. Exceptions also include small openings for purposes of installing, altering or repairing plumbing, electrical and mechanical systems.
  - G. A vapor retarder is not required if the interior wall finish is not removed.
  - H. New HVAC equipment must meet federal minimum efficiency requirements.
  - I. Provision must be made to limit excessive depressurization in buildings with fuel burning appliances according to MEC 7672.900 subpart 8.



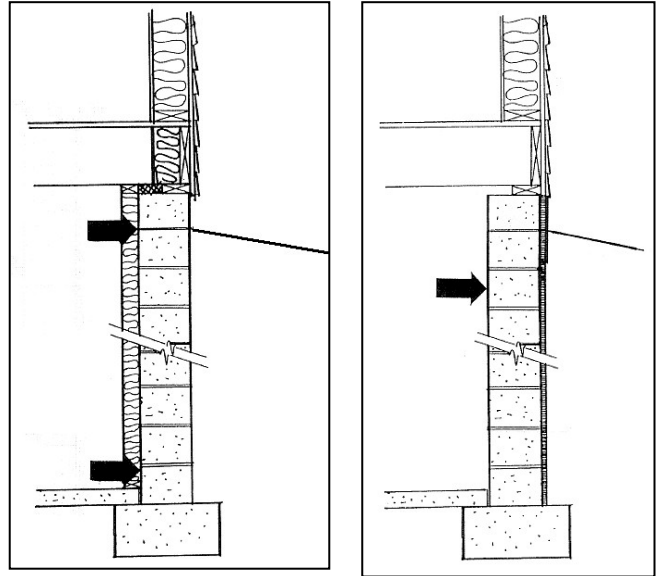
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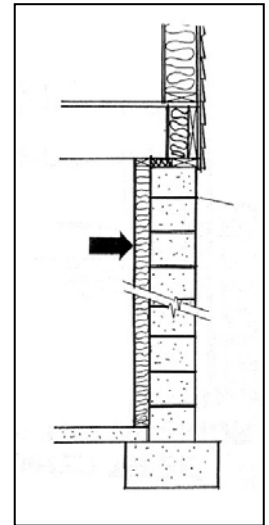
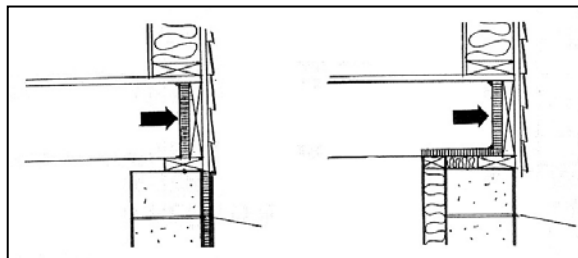
**THE FOLLOWING PROVISIONS OF THE MINNESOTA ENERGY CODE (MEC), CHAPTER 7672 MUST BE MET IF THE HOUSE WAS BUILT AFTER APRIL 15, 2000.**

The following may also serve as a reference point for constructing energy walls in older homes.

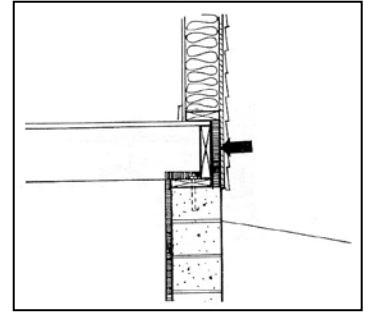
1. A **moisture barrier** is required on the foundation wall from basement floor to exterior grade level. The application of the moisture barrier at the foundation wall above grade is optional. *Interior* foundation wall insulation must not be less than R-5 from the top of the wall down to the top the *floor*.
2. A **moisture barrier** is not required on the interior face of the foundation wall if the insulation is on the exterior face of the foundation wall. *Exterior* foundation wall insulation must not be less than R-5 from the top of the wall down to the top the *footing*.



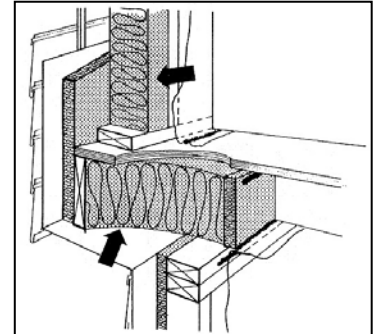
3. A **vapor retarder** must be installed on the warm side of the foundation insulation. It is not required to be sealed at the top, sides, bottom or penetrations. An interior air barrier is not required at this location.
4. A **vapor retarder** must be installed on the warm side of the floor rim joist insulation. It is not required to be sealed unless it also serves as the interior air barrier, which is required to be sealed.



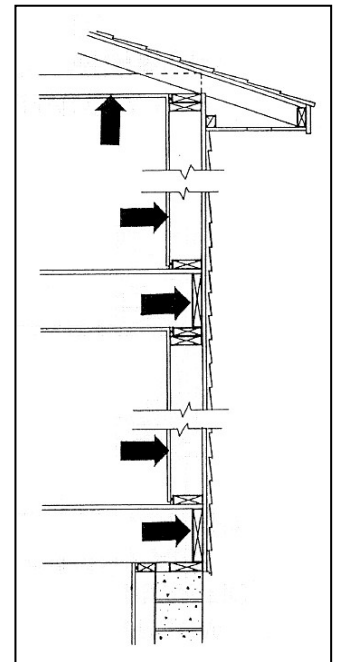
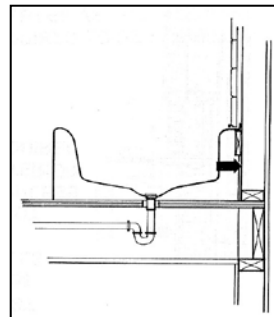
5. **Rim joist insulation** need only be applied between the floor joists or trusses.



6. Special care must be taken to ensure that **floor cantilevers** have a continuous warm-side vapor retarder and air barrier as well as adequate insulation.



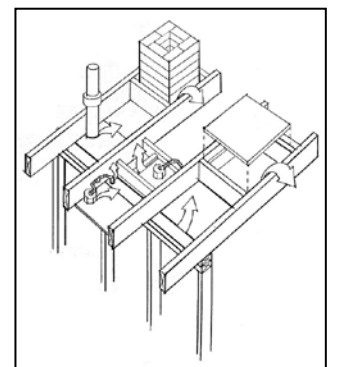
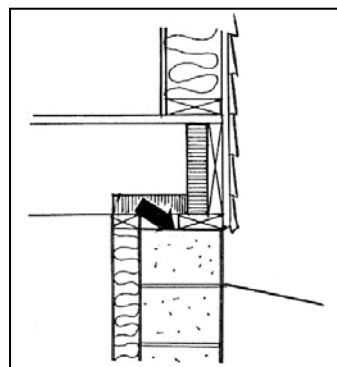
7. Prior to installing a tub, shower or spa located at an exterior wall, a **vapor retarder** must be installed. It must be covered to protect against physical abuse.



8. A sealed, continuous interior **air barrier** must be installed on the warm side of the building envelope. “Seal” means to secure at all edges, joints, openings and penetrations of barrier materials in a permanent manner to resist the passage of air and airborne moisture into the building envelope. Sealants must be compatible with substrate and other materials being sealed.

9. Exterior wall intersections of wood, masonry and other dissimilar materials must be sealed to maintain continuity of interior **air barrier**.

10. All **penetrations** installed through the interior air barrier must be sealed prior to the framing inspection. This would include pipes, ducts, wires, equipment, flues and chimneys.





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# Residential Property Owner Waiver

## Minnesota State Contractor Licensing Requirements

I understand that the State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements. By signing this document, I attest to the fact that I am building or improving this property myself. I hereby claim to be exempt from the state licensing requirements because I am not in the business of building on speculation, or for resale, and that the house for which I am applying for this permit is the first residential structure I have built or improved in the past twelve (12) months. I also acknowledge that because I do not have a state license, I forfeit any mechanic's lien rights to which I may otherwise have been entitled under MN Statute §514.01.

Furthermore, I acknowledge that I may be hiring independent contractors to perform certain aspects of the construction or improvement of this property, and I understand that some of these contractors may be required to be licensed by the State of Minnesota. I understand that unlicensed residential contracting, remodeling, and/or roofing activity is a misdemeanor under Minnesota law, and that I would forfeit my rights to reimbursement from the Contractor's Recovery Fund in the event that any contractors I hire are unlicensed.

As the contractor on this project I acknowledge that I am solely and personally responsible for any violations of the MN State Building Code and/or the Unified Development Ordinance of the City of Faribault in connection with the work performed on this property.

\_\_\_\_\_  
Signature of Property Owner (Homeowner)

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
Date

**PLEASE RETURN THIS SIGNED WAIVER WITH THE BUILDING PERMIT APPLICATION.**

To determine whether a particular contractor is required to be licensed, or to check on the licensing status of individual contractors, please call the Department of Labor and Industry toll-free at 1-800-342-5354 or go visit [www.doli.state.mn.us/contractor.html](http://www.doli.state.mn.us/contractor.html) and click on "License lookup."



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 Phone (507) 333-0387 Fax (507) 384-0507  
[www.ci.faribault.mn.us](http://www.ci.faribault.mn.us)

1. Date: \_\_\_\_\_
2. Building Address: \_\_\_\_\_  
 Is there a well or septic system on this property?  Yes\*  No  
\*If yes, Letter of Compliance required by a licensed septic installer.
3. Permit Applicant:  Owner  Designer  Contractor
4. Lot # \_\_\_\_\_ Block # \_\_\_\_\_ Addition: \_\_\_\_\_
5. Owner's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone # \_\_\_\_\_
6. Contractor's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
 State License Number: \_\_\_\_\_ Exp: \_\_\_\_\_  
  
 Architect's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone # \_\_\_\_\_ State License # \_\_\_\_\_
7. Estimated Value of Construction (labor + material): \$ \_\_\_\_\_
8. Project Square Footage or Dimensions: \_\_\_\_\_
9. Description of Project: \_\_\_\_\_  
 \_\_\_\_\_

I hereby certify that I have completed and examined this application and certify that the information contained therein is correct. If a permit is issued, I agree all work will be done in conformance with all applicable ordinances and codes of the City of Faribault and laws of the State of Minnesota.

Printed Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_

**BUILDING PERMIT APPLICATION**

**For Office Use Only**

Permit # \_\_\_\_\_  
 Due Date: \_\_\_\_\_

**Permit Types**

Building  Septic System

**Property Types**

<input type="checkbox"/> Commercial (COMM)	<input type="checkbox"/> Modular (MODU)
<input type="checkbox"/> Condominium (COND)	<input type="checkbox"/> Multi-Family (MULT)
<input type="checkbox"/> Duplex (DPLX)	<input type="checkbox"/> Public Facilities (PUBL)
<input type="checkbox"/> Industrial (INDU)	<input type="checkbox"/> Residential (RESI)
<input type="checkbox"/> Institutional (INST)	<input type="checkbox"/> Townhomes (TOWN)

**Construction Types**

<input type="checkbox"/> Accessory Building (ABLG)	<input type="checkbox"/> Airplane Hangar (APHG)
<input type="checkbox"/> Addition (ADDI)	<input type="checkbox"/> Cold Storage Building (CLDS)
<input type="checkbox"/> Deck (DECK)	<input type="checkbox"/> Demolition (DEMO)
<input type="checkbox"/> Garage Attached (GARA)	<input type="checkbox"/> Egress Window (EGRS)
<input type="checkbox"/> Garage Detached (GARD)	<input type="checkbox"/> Foundation/Sitework (FOUN)
<input type="checkbox"/> New Construction (NEWC)	<input type="checkbox"/> Plan Review (PLRV)
<input type="checkbox"/> Porch 3 Season (PORC)	<input type="checkbox"/> Swimming Pool (POOL)
<input type="checkbox"/> Remodel (REMD)	Septic Systems:
<input type="checkbox"/> Window Replacement (WIND)	<input type="checkbox"/> Install Alt. System (INSA)
	<input type="checkbox"/> Install Mound (INSM)
	<input type="checkbox"/> Install Trench (INST)

Valuation \$ \_\_\_\_\_  Surcharge

Occupancy Group \_\_\_\_\_  Permit

Bldg. Const. Type \_\_\_\_\_  Plan Check Fees

Design Occupant Load \_\_\_\_\_  WAC # of Units \_\_\_\_\_

Plan # \_\_\_\_\_ Date \_\_\_\_\_  SAC # of Units \_\_\_\_\_

Parkland

Bldg. Square Feet \_\_\_\_\_  Water Meter \_\_\_\_\_

Number of Stories \_\_\_\_\_  Escrow

Number of Units \_\_\_\_\_

Building Sprinkled.....  Yes  No

Applicable Edition of Code \_\_\_\_\_