City of Redwood Falls Inspections

BUILDING PERMIT APPLICATION

333 S. Washington Street · PO Box 526 · Redwood Falls, MN 56283
Office: 507-616-7400 · Fax: 507-637-2417
inspections@ci.redwood-falls.mn.us

PROPERTY INFORMATION

Property Address	
Property Owner	
Email Address	Phone

APPLICANT/ CONTRACTOR INFORMATION

Applicant Type:	☐ Property Owner	☐ Contractor; License #

Was this structure constructed before 1978? ☐ Yes ☐ No EPA Lead Cert #

☐ Does Not Apply (Explain):

Applicant/ Company Name	
Address	
Email Address	Phone
Plumber	Lic #
Mechanical	Bond #
Other	Lic #

PROJECT TYPE	CONSTRUCTION TYPE	WORK TYPE	
☐ Single-Family Residential	☐ New Construction	☐ Addition	☐ Garage
☐ Multi-Family Residential	☐ Addition	☐ 3 Season Porch	☐ Shed
☐ Commercial	☐ Alteration	☐ Deck	☐ Interior Finish
	☐ Replacement	☐ Roofing	☐ Fire Sprinkler
	☐ Other	☐ Siding	☐ Fire Alarm
		☐ Windows/ Doors	☐ Plumbing
		☐ Fence	☐ Other

Length:	Width:	Height:
Total Square Feet:	**Estimated Cost of Construction (including materials & labor)** $	

Description of Work:

APPLICATION - NOT A VALID PERMIT UNTIL PROCESSED

I hereby apply for a building permit and I acknowledge that the information provided above and on the submitted site plan is complete and accurate and that all work will be in conformance with the approved plan and the ordinances and codes of the City of Redwood Falls and with the Minnesota State Building Codes. **The person doing the work authorized by a permit shall provide notification that the work is ready for inspection and shall provide access to and means for inspection of the work.**

I understand this is not a permit but only an application for a permit and work is not to start without a permit

Applicant Signature	Date

Proposed Occupancy Class:	☐ Building Permit	☐ Water Access
Construction Type:	☐ Zoning Permit	☐ Sewer Access
Automatic Sprinkler (Y/N):	☐ Plan Review	☐ URD Payment

RESIDENTIAL SUBMITTALS

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To facilitate a building project and the city's permit process, submittals for building permits must be complete at time of application. The following required submittals constitute a complete application for a Building Permit. Plan reviews for permit approval will not begin until a complete application is received. If the submitted documents are not accurate or additional information is required, delays in the approval process may occur.

All construction documents shall be dimensioned and drawn upon suitable material. Construction documents shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that it will conform to the code and relevant laws, ordinances, rules, and regulations, as determined by the building official. Any plans that are not legible, dimensioned, or submitted on unsuitable material will not be accepted.

Permitting time will depend on project complexity, completeness of plan submittals and number of already received project submittals. If needed, a pre-design process is provided and a preliminary meeting will be scheduled to answer questions and assist in the application process. Please allow up to 10 days for plan review. Plan reviews will not start until all submittals have been made.

CODES

- **2020 MN Residential Code** (2018 IRC with MN Amendments)
- **2020 MN Mechanical and Fuel Gas Code** (Chapter 1346 MSBC)
- **2020 MN Residential Energy Code** (Chapter 1322 MSBC)
- **2015 MN Plumbing Code** (Chapter 4715 MSBC)
- **2020 MN Fire Code**
- **2014 Redwood Falls Unified Development Ordinance.**

DESIGN CRITERIA

- **Ground Snow Load.** 50 psf.
- **Roof Snow Load.** 35 psf.
- **Footing Depth.** Minimum 42" below grade.
- **Basic Wind Speed.** 90 mph (3-second gusts).
- **Summer Db/ Wb.** 89º F/ 73º F
- **Winter Design Temp.** -17º F

SUBMITTAL DOCUMENTS

- ☐ **Building Permit Application.** A completed building permit application.
- ☐ **Demolition Permit Application.** A completed demolition permit application, if applicable.
- ☐ **Mechanical Permit Application.** A completed building permit application, if applicable.
- ☐ **Plumbing Permit Application.** A completed building permit application, if applicable.
- ☐ **Application Fee.** The required application fees must be submitted.
- ☐ **Energy Calculations.** A copy of calculated heat loss / gain and calculated cooling load verifying HVAC sizing in compliance with the Minnesota Energy Code (ACCA Manual J 8th Edition) or equivalent, approved by Building Official.
- ☐ **Truss Drawings.** A stamped set of engineered truss drawings
- ☐ **Plan Submittals.** One (1) 11" x 17") set and one electronic set of plans are required

REQUIRED PLAN SUBMITTALS

☐ **New Construction & Additions**

☐ **Site Plan.** A scaled site plan including the following information:

- All property lines with dimensions (A survey may be required)
- Location of curb, curb cuts and any proposed driveways.
- All known easements
- Existing and proposed structures with setbacks from all property lines

☐ **Construction Plans.** A scaled set of construction plans with the following details:

- Exterior Elevations.
- Foundation plan and wall design including foundation insulation.
- Wall section(s).
- Floor Plan(s).
- Dimensions, materials, and spacing of all beams and headers.
- Labeled window and door openings with U-values listed.
- R-values for all exterior walls and ceilings.
- Cross sections and construction details
- Mechanical Plan
- Plumbing Plan

☐ **Remodel**

☐ **Construction Plans.** A scaled set of construction plans with the following details:

- Wall section(s).
- Floor Plan(s).
- Dimensions, materials, and spacing of all beams and headers.
- Labeled window and door openings with U-values listed.
- R-values for all exterior walls and ceilings.
- Cross sections and construction detail
- Plumbing Plan

☐ **Accessory Buildings (over 200 square feet)**

☐ **Site Plan.** A scaled site plan including the following information:

- All property lines with dimensions (A survey may be required)
- Existing and proposed structures with setbacks from all property lines

☐ **Construction Plans.** A scaled set of construction plans with the following details:

- Exterior Elevations.
- Wall section(s)
- Floor Plan(s).
- Cross sections and construction details

☐ **Decks**

☐ **Site Plan.** A scaled site plan including the following information:

- All property lines with dimensions (A survey may be required)
- Existing and proposed structures with setbacks from all property lines

☐ **Construction Plans.** A scaled set of construction plans with the following details:

- Exterior Elevations.
- Floor Plan(s).
- Cross sections and construction details

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COMMERCIAL SUBMITTALS

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All construction documents shall be dimensioned and drawn upon suitable material. Construction documents shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that it will conform to the code and relevant laws, ordinances, rules, and regulations, as determined by the building official. Any plans that are not legible, dimensioned, or submitted on unsuitable material will not be accepted.

Permitting time will depend on project complexity, completeness of plan submittals and number of already received project submittals. If needed, a pre-design process is provided and a preliminary meeting will be scheduled to answer questions and assist in the application process. Contact the Building Department for current commercial building permit processing times.

CODES

- **2020 MN Building Code** (2018 IBC with MN Amendments)
- **2020 MN Accessibility Code** (Chapter 1341 MSBC)
- **2020 MN Mechanical and Fuel Gas Code** (Chapter 1346 MSBC)
- **2020 MN Commercial Energy Code** (Chapter 1323 MSBC)
- **2015 MN Plumbing Code** (Chapter 4715 MSBC)
- **2020 MN Conservation Code** (Chapter 1311 MSBC)
- **2020 MN Fire Code**
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DESIGN CRITERIA

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SUBMITTAL DOCUMENTS

- ☐ **Building Permit Application.** A completed building permit application is required.
- ☐ **Demolition Permit Application. A completed demolition permit application**
- ☐ **Application Fee.** The required application fee must be submitted.
- ☐ **Energy Code Compliance Forms.** Energy code compliance shown and submitted on forms approved by the Building Official.
- ☐ **Construction Specifications.** One electronic PDF set of project specifications.
- ☐ **Special Inspections Summary.** A completed and wet signed Special Inspections Summary (as required).

BUILDING PLAN SUBMITTALS

One (1) full size set and one electronic set of the following plans are required. All building plans must be certified by a licensed architect or engineer in the State of Minnesota, unless an exemption to Minnesota Rule 1800.5200 can be demonstrated and/ or approved by the Building Official.

- ☐ **Site Plan.** A scaled site plan including the following information:
  - All property lines with dimensions (A survey may be required)
  - Driveway location
  - All known easements
  - Natural features (lakes, creeks, floodplain, or wetlands)
  - Existing structures with setbacks from all property lines
  - Proposed structures with setbacks from all property lines
  - Proposed parking areas, with parking stall sizes
  - Landscaping plan
  - Exterior lighting locations for all pole mounted and building mounted lights, showing detail & size.
- ☐ **Civil Plan.** A full set of civil plans showing grading, drainage, utility, and erosion provisions.
- ☐ **Code Analysis and Life Safety Plan.**
- ☐ **Interior and Exterior Elevations.**
- ☐ **Building Sections & Details of Construction.**
- ☐ **Floor Plan.**
- ☐ **Structural Plan**. A full set of structural plans stamped and signed by a Structural Engineer licensed by the State of Minnesota
- ☐ **Mechanical Plan.** A full set of mechanical plans signed by a Mechanical Engineer licensed by the State of Minnesota
- ☐ **Plumbing Plan.** A full set of plumbing plans signed by the Plumbing Engineer or Master Plumber licensed by the State of Minnesota (approval required from Minnesota Department of Labor and Industry).
- ☐ **Electrical Plan.** A full set of electrical plans showing compliance with provisions of energy code. Permits, inspections, and approvals from Minnesota Department of Labor & Industry.
- ☐ **Fire Sprinkler Plan.** A full set of fire sprinkler plans reviewed and approved by the State Fire Marshal.
- ☐ **Fire Alarm Plan.** A full set of fire alarm plans showing all device locations and battery calculations. A full set a of device shop drawings are also required.

ADDITIONAL SUBMITTALS THAT MAY BE REQUIRED

- ☐ **Additional Fire Suppression Details.**
- ☐ **SWPPP Plan.**
- ☐ **Planning & Zoning Approval.**
- ☐ **Other Items as Required.**