

## **GARAGE PERMIT REQUIREMENTS**

The following information must be submitted to the building department before a permit can be processed and approved.

A more detailed description of items 1-4 is listed below.

- 1. Building Permit Application form.**
- 2. Survey or Site Plan [two copies].**
- 3. Building Plans [two copies].**
- 4. Miscellaneous as required.**

After a preliminary review additional information may be required. Allow 4 - 5 working days for processing.

**1. Building Permit Application:** Complete a building permit application form. Forms are available at the City Office.

**2. Survey or Site Plan:** Provide an updated plan of the property showing all property lines, road right of ways, easements, existing buildings [with dimensions] and project address. Diagram the proposed building location, dimensions and proposed setbacks from property lines. A registered survey may be required when deemed necessary.

**3. Building Plans:**

A. **Elevation Drawings** [exterior views] of front, rear and sides of finished building. Indicate the height from finished grade to the top of the sidewalls and peak.

B. **Section drawing** [side, cutaway drawing] showing the details of the footings, foundation, beam sizes, wall and roof construction.

C. **Floor Plans** of the garage floor showing the length and width of the garage, interior walls, plumbing and heating equipment, use of garage [car storage etc.], window/door locations and header sizes.

**4. Miscellaneous:**

**Zoning:** A zoning application may be required if a variance, conditional use permit or special evaluation is required. If the garage is for a use other than accessory storage to a dwelling contact the Building Official for additional requirements.

**Permit Fees:** Building and zoning fees will be determined after the application and required plans have been approved. Fees must be paid in full before a permit can be issued or work can begin.

## General Information

### Inspections Required:

1. Footing inspection [before concrete is poured].
2. Framing
3. Electrical wiring rough-in and final.
4. Final
5. Additional inspections may be required if plumbing or mechanical systems are installed.

For all inspections call \_\_\_\_\_ hours in advance.

**Footings:** Detached garages may be placed on an approved floating slab.

**Firewall:** Garages attached to dwellings require a fire separation on the garage side of the common wall. The separation is required from the floor to the roof sheathing and common soffits. The separation material is typically one layer of ½" gypsum board [or equivalent]. If the firewall terminates at the ceiling, the ceiling shall have gypsum board installed and the walls supporting the ceiling shall have gypsum board applied. The doors or openings in the wall must be 1 3/8" solid wood or have a 20-minute fire label .

**Electrical Wiring** must be inspected and approved by an Electrical Inspector.

**Excavations:** Before excavating call Gopher State One 48 hours in advance at 651-454-0002, Greater Minnesota call 1-800-252-1166 to verify the location of underground utilities, etc..

If you have any questions, please contact the Community Development office, Monday through Friday, 8 a.m. to 5:00 p.m. at 320/839-2612.