

RESIDENTIAL ACCESSORY BUILDING

Permit # _____

Date Received _____

16319 Kettle River Blvd, Columbus, MN 55025

Phone: 651-464-3120 Email: permitcdr@ci.columbus.mn.us

TO BE FILLED OUT BY APPLICANT - INCOMPLETE APPS MAY NOT BE PROCESSED

SITE ADDRESS:		PID:	
PROPERTY OWNER:		Address:	
City:	State:	Zip:	Email:
Contact Name:		Phone:	
CONTRACTOR COMPANY NAME:		Address:	
City:	State:	Zip:	Phone:
Email:		Contact Name:	
Contractor License No:		Contact Phone:	

Type of Work: <input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Addition <input type="checkbox"/> Other	Valuation: \$
--	----------------------

Type of Accessory Structure: Shed/Acc Structure Over 200sf Detached Garage Post Frame (Pole Shed)

Detailed Description of Work:

Total SF of Proposed Structure:	Is this property within 1,000 feet of a lake or waterway?: <input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

Height of proposed structure:	Sidewall height of proposed structure:
--------------------------------------	---

Connecting to water/septic (requires separate permits): <input type="checkbox"/> Yes <input type="checkbox"/> No	Connecting to electricity (requires state permit): <input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

Proposed Structure Colors:	Primary Structure (House) Colors:
-----------------------------------	--

How many existing accessory buildings are on the property?	Total SF of existing accessory buildings:
---	--

Proposed Structure Driveway: New Driveway (requires separate permit) Using Existing Expanding Existing None

Watershed District: <input type="checkbox"/> Rice Creek <input type="checkbox"/> Coon Creek <input type="checkbox"/> Sunrise WMO	Watershed Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No
---	---

****The Primary and Secondary Septic Sites MUST BE PROTECTED AT ALL TIMES. Only a septic system can be located in a verified septic area.****

REFER TO THE FOLLOWING HANDOUTS: SHEDS & ACCESSORY STRUCTURES OVER 200SF, DETACHED GARAGES OR POST FRAME BUILDINGS (POLE SHEDS)

Separate permits are required for electrical, plumbing, and mechanical. This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of this application by the legal property owner or a licensed contractor, as the owner's representative, is required and authorizes the Zoning Administrator or designee and the Building Official or designee to enter upon the property to perform needed inspections. Entry may be without prior notice. I hereby acknowledge that I have read this application and state that all information is true and correct to the best of my knowledge. I further agree that all work performed will be in accordance with approved plans, specifications and conditions and to abide by all ordinances of the Municipality and the laws of the State of Minnesota regarding actions taken pursuant to this permit. Permit expires when work is not commenced within 180 days from date of permit, or if work is suspended, abandoned, or not inspected for 180 days. Work beyond the scope of this permit, or work without a permit or inspection, will be subject to a penalty.

SIGNATURE OF APPLICANT:	DATE:
--------------------------------	--------------

PRINTED NAME:	Signature of: <input type="checkbox"/> Owner or <input type="checkbox"/> Owner's Representative
----------------------	--

ADDITIONAL INFORMATION MAY BE REQUIRED TO BE SUBMITTED TO THE BUILDING OFFICIAL FOR REVIEW IN ORDER TO VERIFY COMPLIANCE WITH APPLICABLE CODES OR ORDINANCES

OFFICE USE ONLY

<i>Payment options: Check or Cash only (Checks payable to City of Columbus)</i>	
Permit Fee: _____	Issued By: _____
Plan Review Fee: _____	Paid: _____
State Surcharge: _____	Date: _____
Driveway Permit: _____	Check Number: _____
Other: _____	Receipt Number: _____
TOTAL DUE: _____	

24-HOUR NOTICE REQUIRED FOR INSPECTIONS. CALL 952-442-7520.

DETACHED GARAGES

- This handout is intended only as a guide. It shall not be considered a complete set of requirements.
- Materials and installation must comply with the Minnesota State Building Code and the manufacturers' installation specifications for each product.
- A building permit is required to construct a detached garage. **(Note: There are separate handouts for Post Frame Construction and Sheds/Accessory Structures.) Additional permits are required if any electrical, mechanical, plumbing, or gas piping work is being performed.**
- **BUILDING Permit Submittal shall include:**
 - Building Permit Application**, completed in its entirety, including signature and valuation.
 - SUPPLEMENTAL WORKSHEET FOR DETACHED GARAGES** (included in this handout).
 - A **site plan** to scale and dimensioned, identifying proposed shed dimensions with measurements from the adjacent lot lines; as well as all lot lines, setbacks, easements, all structures on the property, delineated wetlands, and the location of both the primary and secondary septic sites. The City may have a copy of a recent survey to use.
 - A **Certificate of Survey** is required for any accessory building proposed within 30' of the side/rear lot line.
 - One set of plans** drawn to scale showing the proposed design and materials, and including:
 - A floor plan indicating the proposed garage size, size of headers over openings, size and spacing of roof rafters/trusses.
 - A cross-section view indicating the depth of concrete slab and perimeter bearing, size and spacing of anchor bolts, pitch of roof, size and spacing of roof rafters/trusses, type(s) of sheathing and siding material, size and spacing of studs, ceiling height.
 - Elevations indicating the height of structure from established grade, type of roof covering materials, type of exterior wall covering.
 - One set of plans indicating braced wall line(s) and braced wall panel type(s) and length(s).
Note: Attached are examples of drawings which are intended as a GUIDE. If your garage is similar in design, you may use the attached plans by filling in the blanks. Lumberyard standard garage plans may also be submitted.
 - A Soil Boring** conducted at the center of the proposed site proving that the structure will be at least 24" above the high-water table.
 - If adding a **driveway**, a soil boring will be required showing the driveway is 24" above the high-water table. Multiple borings may be required depending on the length of the driveway and soil conditions. A separate permit is required for the driveway.
 - Watershed approval.** Provide proof of contact with your watershed district. If you do not know your watershed, contact city offices at (651) 419-9007.
 - Additional information may be required by the plan reviewer**
 - Note:** If a detached garage is less than 3' from a dwelling, then ½" gypsum board or equivalent shall be applied to the interior side of the exterior walls that are within this area (2020 Minnesota State Residential Code, Table R302.6)

Zoning Guidelines

Location

- Rural Residential accessory building setback requirements are listed below. Please refer to City Ordinance Section 7A-801, or contact city offices, for setback requirements in other districts.

Setback	Distance
Right-of-way (ROW)	75'
Side Yard Lot Line	20' or the height of the building, whichever is greater.
Rear Yard Lot Line	20' or the height of the building, whichever is greater.
Sewage/Holding Tank	10'
Absorption Area/Drainage Field	20'
Well	3'

- **No accessory structure shall be placed in the front yard unless:**
 - The proposed structure still abides by the 75' Right of Way setback
 - The property is a minimum of 5 acres and 220' in width
 - Fencing, landscaping, or natural vegetation is present at the time of construction between the street and the Accessory Building and must effectively obstructed view from adjacent residential properties at 80% opacity throughout the year. Screening must be maintained continually and replaced if damaged/destroyed.
- **Note:** All garages must be located within fifty (50) feet of the principal building.

□ **Size**

- The maximum building size is the sum of the area of all accessory buildings that exist on the lot. This sum does not include principal garages and gazebos, wood sheds, potting sheds, and similar structures not exceeding 200 square feet.
- The building size is measured from the footings, outer walls, or support posts.

Parcel Size	Maximum Building Size
0.0-0.99 ac.	1,800 sqft.
1.0-4.99 ac.	First acre = 2,700 sqft. + 600 sqft. / acre remaining
>5 ac.	First acre = 6,800 sqft. + 700 sqft. / acre remaining
<i>Example: A parcel of 1.75 acres would be allowed a maximum building size of 3,150 sqft. based on the following equation: 2,700 sqft. + (600 sqft. X 0.75 acres)</i>	

Don'ts:

The following are not allowed:

1. No vehicle, trailer or manufactured home shall be used as an Accessory Building.
2. Residing, or taking up residence is not allowed in accessory buildings.

PERMIT CARD AND APPROVED PLANS (throughout the project) shall be:

POSTED prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector

INSPECTION REQUIREMENTS:

Inspections **MUST** be scheduled during office hours **AT LEAST** one business day prior to inspection. If a specific date and time is required, additional notice may be needed. Failure to cancel a scheduled inspection may result in a reinspection fee.

- **Office Hours:** Monday - Friday • 8:00 a.m. - 4:30 p.m.
- **Phone:** (952) 442-7520 or (888) 446-1801

Inspections: (Refer to your permit card regarding project-specific inspections)

- **Footings/slab:** After forms and reinforcing bars are in place, but **PRIOR TO POURING CONCRETE.** Locate survey stakes to allow inspector to verify setbacks.
- **Framing/wall bracing:** After all wall and roof framing is complete, bracing is in place, and sheathing is applied; but prior to the application of insulation or interior and exterior wall coverings. Rough-in electrical, plumbing and mechanical work (if any) must be inspected and approved prior to the framing inspection. The signed manufactured roof truss package must be on site at the time of this inspection.
- **Energy Efficiency (insulation and vapor barrier):** All insulation, chutes, and poly (interior vapor retarder) must be installed, and poly taped and sealed, for this inspection. The wall and roof sheathing must be protected on the exterior with a water-resistive barrier, and the roof must be shingled.
- **Final:** After the building and final grading has been completed, and electrical, plumbing and mechanical work has been inspected and approved.

Warning: The inspector may issue an order to remove materials to verify compliance with the MN State Building Code and manufacturer's installation requirements.

If a reinspection is required, a reinspection fee will apply. The permit holder (the signing applicant) or the permit holder's representative must meet the inspector at the site to provide access. The reinspection will not be conducted if the reinspection fee is not paid.

Note: The State of Minnesota requires that all residential building contractors, remodelers, roofers, plumbers, and electricians obtain a state license unless they qualify for a specific exemption from the licensing requirements. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the Municipality before a permit can be issued. (MN Statute 326B.805)

Note: To determine whether a particular contractor is required to be licensed or to check on the licensing status of individual contractors, please call the Minnesota Department of Labor & Industry at 651-284-5034.

Note: For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: infoMN@safebuilt.com.

PROJECT CHECKLIST:

The following is a guideline to assist in compliance with the requirements of the MN State Building Code.

- The home address must be visible from the street.
- BEFORE YOU DIG, contact Gopher State One Call to locate buried utilities: (651) 454-0002 or (800) 252-1166. www.gopherstateonecall.org.
- The use of a floating slab is permissible if the slab fully complies with the exception found in MN Rule 1303.1600 subpart 2.
- All stumps, roots, and black dirt shall be removed from the soil to a depth of at least 12" below the surface of the ground if concrete slab is used.
- The minimum thickness of concrete floor slabs supported directly on the ground shall not be less than 3½".
- For buildings less than 1000 SF, all exterior footings shall be placed at least 12" below the undisturbed ground surface. A frost footing is required for structures over 1,000 SF.
- Floor surfaces shall be of noncombustible materials: concrete, asphalt, sand, gravel, crushed rock, or earth.
- There shall be a minimum 6" clearance between ground and non-treated wood.
- Wood exposed to ground, exposed to weather, located on concrete, or within 6" of grade, shall be a naturally durable wood (redwood, cedars, etc.) or approved treated lumber.
- Foundation sill plates shall be a naturally durable wood (redwood, cedars, and black locust) or approved treated lumber.
- Anchor bolts shall be a maximum of 6' on center, with a minimum of two bolts per plate section, located a maximum of 12" from plate ends and splices. The bolts shall be at least ½" diameter and shall be embedded a minimum of 7" into masonry or concrete. (If curb blocks are used, they must be a minimum of 6" wide.) Anchor bolts shall be located within 8" of any vertical reinforcement.
- Approved corrosion-resistant fasteners must be used on treated lumber.
- Must provide unobstructed headroom of 7 feet.
- Each header shall have a length of bearing not less than 1½" for full width header. Additional bearing may be required for longer spans or if using engineered wood products.
- Wall bracing must comply with MRC R602.10. The wall bracing inspection must be completed **prior** to installing.
- A water resistive barrier compliant with MRC R703.2 is required on exterior walls of all detached accessory structures.
- Fireblocking must be in place.
- Roof must be designed to handle snow load of 35 lbs per ft².
- If a ceiling is installed, ventilation for enclosed attic space must be provided.
- If a ceiling is installed and there is 30" clear space above trusses, a 22 x 30" attic access must be provided.
- All doors, including overhead doors must be 115 mph wind-rated.
- Siding shall be attached in accordance with Tables R703.3.(1), R703.3.3, R703.6.3(1), R703.6.3(2) and the manufacturer's installation instructions.
- Exterior walls of detached garages within 5' of the property line shall be protected with a minimum fire resistance rating of one hour with exposure from both sides. Eaves within 5' of the property line shall be protected on the underside with a minimum 5/8" type X gypsum without openings for ventilation. In lieu of the gypsum, fireblocking extending from the wall top plate to the underside of the roof decking may be used.
- Caulk and flash all exterior openings.
- If a unit heater is installed, the shut-off valve must be within 6 feet of the unit and a separate mechanical permit is required.

SUPPLEMENTAL WORKSHEET FOR DETACHED GARAGES

(This sheet MUST be included with your permit submittal)

1. Size and spacing of footings: _____
2. Size and spacing of studs: _____
3. Type of lumber: _____
4. Size of beams: _____
5. Size and spacing of rafters: _____
6. Size of structure: _____
7. Distance from property lines:

Side 1: _____

Side 2: _____

Rear: _____

Other: _____

8. Distance from house:

Side 1: _____

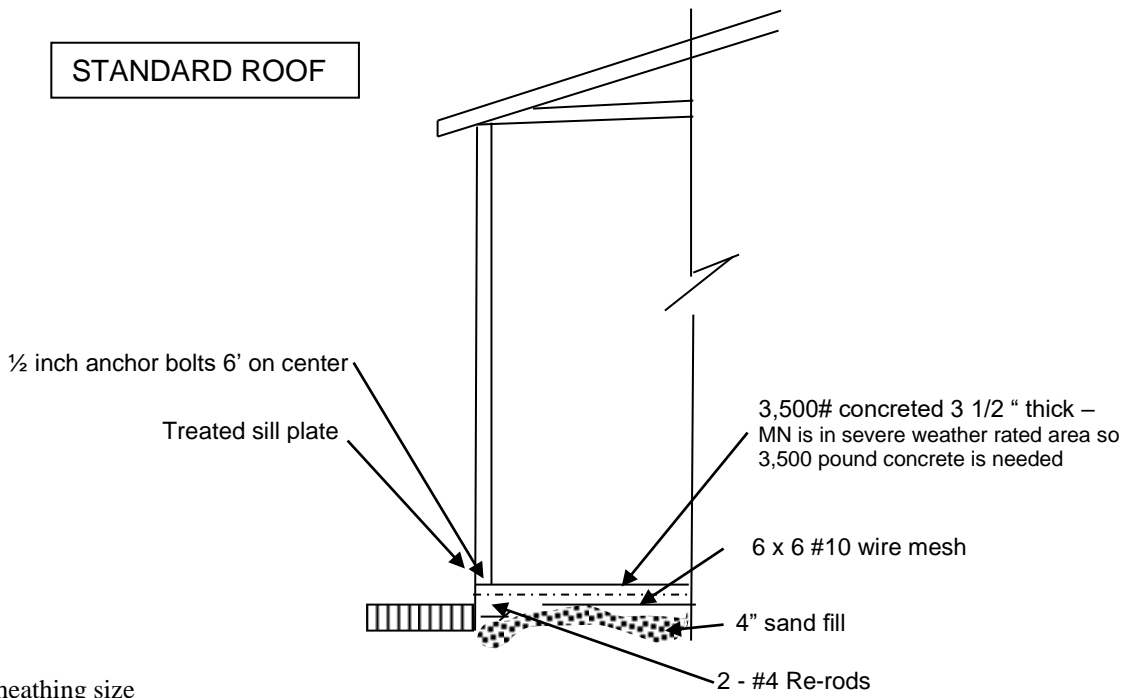
Side 2: _____

Rear: _____

Other: _____

9. Total height: _____

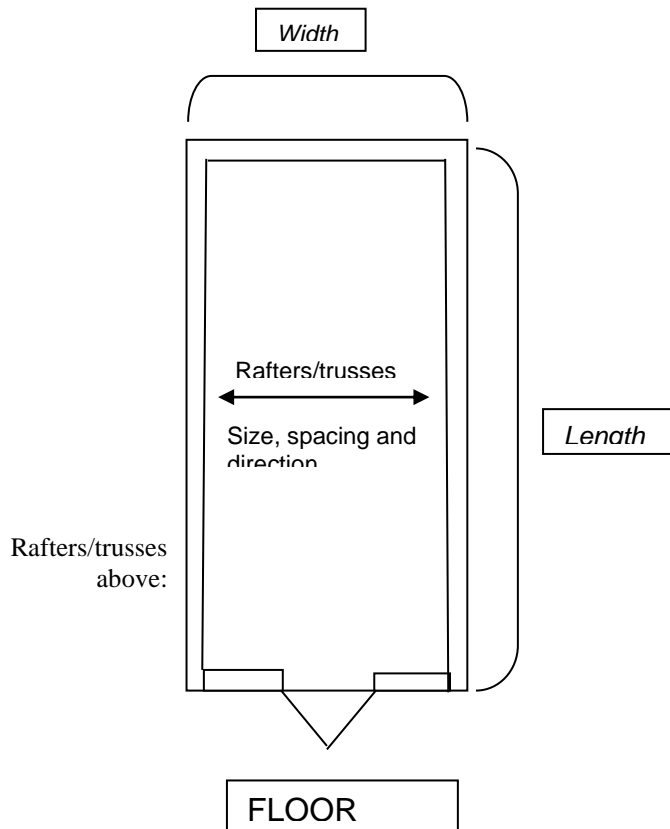
STANDARD ROOF



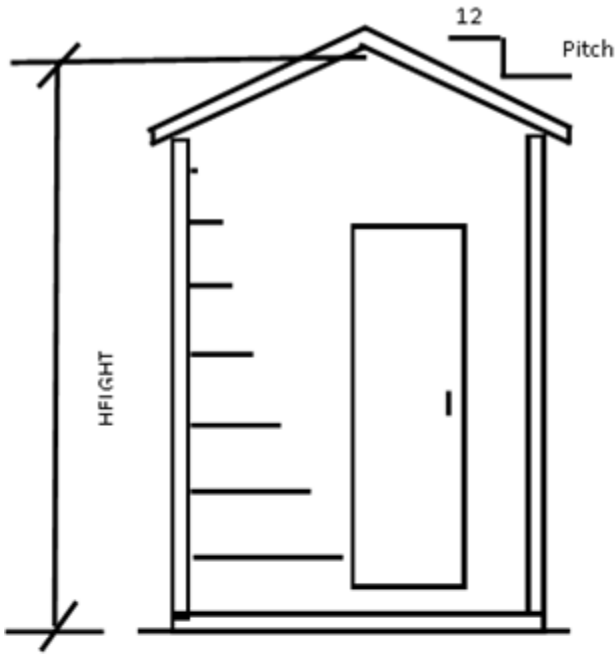
Treated floor sheathing size

Treated joist size and spacing

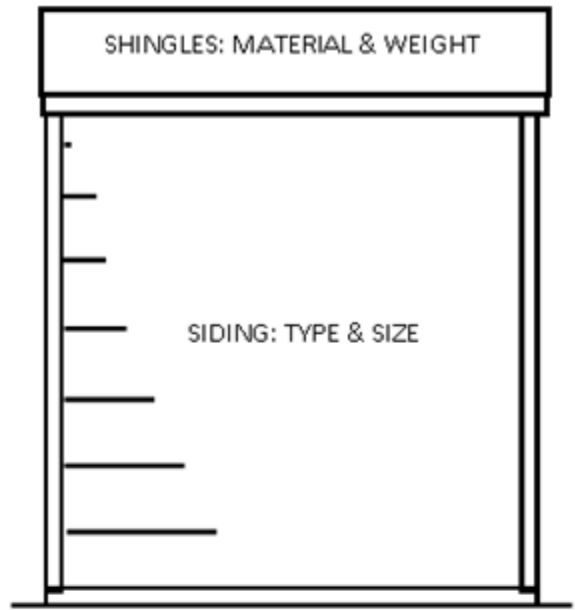
CROSS SECTION



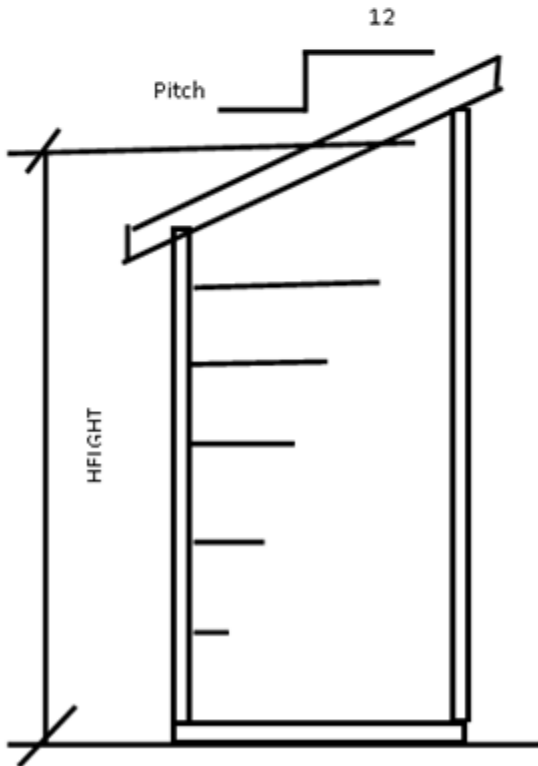
STANDARD ROOF



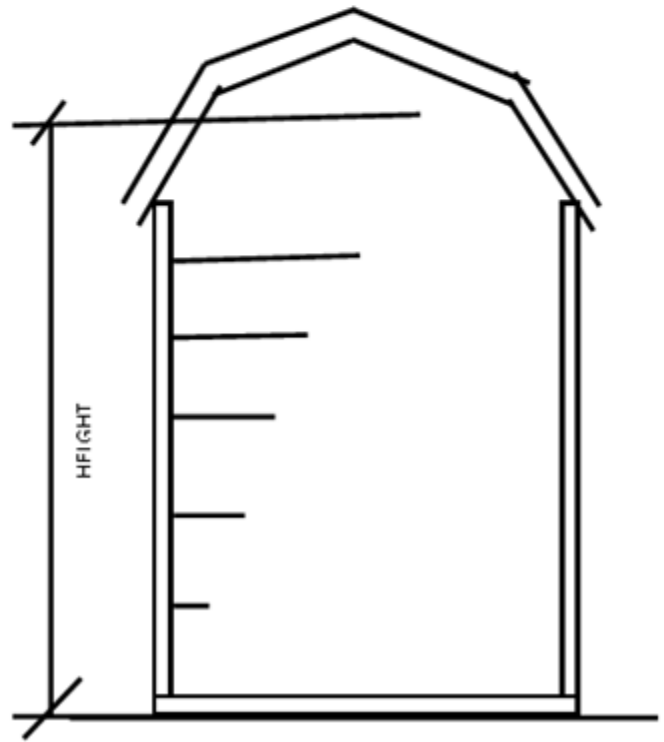
FRONT ELEVATION



SIDE ELEVATION



SIDE ELEVATION



REAR ELEVATION

