MNSPECT LLC
HELPING YOU COMPLY WITH THE CODE
CITY OF MOUND
PHONE: 952-442-7520
FAX: 952-442-7521
EMAIL: INFO@MNSPECT.COM

RESIDENTIAL NEW HOME CONSTRUCTION

- Each address requires a separate permit.
- All materials and the installation of all materials must comply with the Minnesota State Building Code and the manufacturers' installation specifications for each product.

SUBMISSION CHECKLIST

ADDRESS _____

(Incomplete applications **will not** be forwarded to the Building Inspections Department for plan review.)

☐ **Surveys.** New homes constructed in Mound are required to have three separate surveys completed during the construction process. Three (3) copies of the initial survey are required to be submitted with the building permit application. See **"Survey Requirements."**

☐ **Plans.**
- ☐ 3 sets of structural building plans (floor plans and elevations)
- ☐ 2 sets of plans indicating braced wall lines for each floor
- ☐ Braced wall line worksheet (attached)
- ☐ Roof/floor truss plan/layout
- ☐ New Construction Energy Code Compliance Certificate (attached)
- ☐ Worksheet E-1 ("Residential Combustion Air Calculation Method" – attached)
- ☐ Table 501.3.1 form ("Procedure to Determine Makeup Air Quantity for Exhaust Equipment" – attached)
- ☐ Additional information may be required by the plans examiner.

☐ Contact the Minnehaha Creek Watershed District (952-471-0590) related to regulations and applicable permits. **The building permit will not be released until the City is provided a copy of the MCWD permit(s) and/or confirmation from the MCWD that no permit is needed.**

☐ **Completed and signed Building Permit Application (including Submission and Feature Checklists)**

☐ **Demolition Permit Application (if applicable) – see separate packet**

☐ **Hardcover Calculation Worksheet**

☐ **Building Height Certification worksheet AND drawing.** The applicant (or representative) must verify, on the form provided, that the proposed height of the new structure meets the height regulations of 2 ½ stories or 35 feet based on the Zoning Ordinance definition. Please provide the average grade (building line) calculation and the measurement to the appropriate location based on the roof type per City Code. Applicant is advised that the definition of "Building Height" is included on the General Zoning sheet for the particular zoning district of the parcel.

☐ **Property Owner as Applicant Form** - If applicable.

☐ **Additional Information.** A soil test may be required at the discretion of the Building Official. Engineered paver design specs will be required if pavers are used.

HOME FEATURE CHECKLIST

PLEASE CHECK ALL ITEMS THAT WILL BE INCLUDED IN THE CONSTRUCTION OF THIS HOME.

All items checked below may need to be installed and completed before a Certificate of Occupancy can be issued for this new home. If any of the items below are added to the plan after the building permit has been issued, an additional permit will be required.

☐ Finished Basement

☐ Deck

☐ 3-Season Porch

☐ Gas Fireplace Quantity _____

☐ Masonry/Wood Fireplace Quantity _____

☐ In-Floor Heat – Wirsbo

☐ Geothermal System

☐ Other: _____

☐ Retaining Wall - maximum height = _____
(retaining walls are measured from the bottom of the foundation to the top of the block (wall))

FOUNDATION INFORMATION

Typical Footing Size	_____ x _____			
Foundation Type	Masonry ☐	Poured Wall ☐	ICF ☐	Wood ☐
Foundation Thickness	8-inch ☐	10-inch ☐	12-inch ☐	Other _____
ICF Only	5.5-inch ☐	7.5-inch ☐	9.5-inch ☐	Other _____
Design Criteria	Conventional ☐	Engineered ☐	IRC Tables ☐	

Maximum Foundation Wall Height: 4' 5' 6' 7' 8' 9' 10' Other _____

Vertical Reinforcement Size and Spacing _____rebar _____ inches o.c.

Waterproofing/Damp-proofing (product type) Above grade: _____Below grade:_____

Foundation Drainage System Type _____

_____
Applicant's Signature Date

SURVEYS. New homes constructed in Mound are required to have three surveys completed during the construction process. See attached "Survey Requirements" for specific items to be included on each survey.

INITIAL SURVEY: This survey shall be titled **"Certificate of Survey."** Three (3) copies of the initial survey are required to be submitted with the building permit application.

FOUNDATION SURVEY: This survey shall be titled **"Foundation Survey"** and shall certify the location and elevations of the installed foundation. This information will ensure that the structure was built where proposed. Two (2) copies of the foundation survey must be provided to the City of Mound Planning and Inspections Department and approved by staff prior to the backfill inspection.

AS-BUILT SURVEY: This survey shall be titled **"As-built Survey"** and shall certify the final grading and resulting drainage. **This information is required to be reviewed and approved by the City Engineer before a Certificate of Occupancy (CO) will be issued.** Two (2) copies of the as-built survey shall be provided to City. Keep the following in mind:

- A minimum of seven (7) days are needed to complete the as-built survey review.
- A PDF file of the as-built survey may be accepted for review prior to the submittal of the required certified copies. Such a submittal will eliminate the time delay inherent in delivering the survey to the City Offices. Issuance of a permanent CO is still conditional upon submittal of the required certified copies to the city.
- A letter of submittal/cover letter is to be sent with each survey sent.
- Builders are advised to schedule closing to accommodate time needed for potential grading corrections. Temporary C.O.'s will not be granted solely to accommodate a scheduled closing.

PERMITS. Plumbing, mechanical, and electrical permits are issued separately. Licensed contractors are required for new home construction and non-owner occupied housing.

FEES. This is a partial listing of expected fees. The park dedication fee, utility trunk charges, street assessments or other charges may be applicable.

Building Permit	Based on current fee schedule adopted by Council
Plan Review	65% of the base fee
State Surcharge	.0005 x building valuation
Sewer Connection	$240 per unit for new sewer service
Water Connection	$240 per unit for new water service
Water Meter	$392 (2 meters – 1 deduct, 1 regular) see comments below
Sewer Availability Charge (SAC)	Current charge at the time permit is issued ($2,485 in 2016)
SAC charge is per housing unit.	Funds are transferred to the Metropolitan Waste Control Commission.
Erosion Control Escrow	$1,000
Project Management Escrow	$5,000
Pre-Construction Site Inspection	$100
Water & Sewer Trunk Charges	$2,000 water, $2000 sewer per dwelling unit (if applicable)
Park Dedication	$1,100 per dwelling unit (if applicable)

WATER METERS. The City now requires new home contractors/homeowners to purchase an extra meter from the City of Mound that would be used for metering water used outside for lawn and garden watering. The City ordinance states that "the sewer rates shall be based on the actual water used. Water used, but not placed into the sanitary sewer, may be deducted provided it is metered." Sprinkler meters must be obtained from the City and new home customers are charged for 2 meters on the building permit. Customers are also responsible for installation of both according to the approved installation guidelines.

IT WILL TAKE APPROXIMATELY 15 BUSINESS DAYS TO PROCESS A COMPLETE APPLICATION. IF ALL REQUIRED ITEMS ARE NOT SUBMITTED, REVIEW WILL TAKE LONGER.

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:

- **MUST** schedule during office hours **AT LEAST** one business day prior to required inspection. If a specific date and/or time will be required, more notice may be needed – please plan ahead. A re-inspection fee may be charged for failure to cancel an inspection for which you are not ready, or for failure to pass an inspection.
- Office Hours: Monday - Friday • 8:00 a.m. - 4:30 p.m.
- Phone: (952) 442-7520 or (888) 446-1801
- **Permit card and approved plans MUST be on site for each inspection and should be protected from the weather.**
- Post address on construction site and visible from the street.

Inspections: See your permit card to determine which of the following inspections are required for your project. The card and plans must be on site for EVERY inspection!

- **Site inspection (prior to excavation):** Refer to Site Inspection Checklist that will come back with your approved plans – all items on the checklist must be complete prior to the inspection. The Site Inspection Checklist MUST be on site for the inspection.
- **Footings:** After forms and reinforcing are in place, but PRIOR TO POURING CONCRETE.
- **Poured Wall/Core Fill:** After forms and reinforcing are in place, but PRIOR TO POURING CONCRETE. For block walls (core-fill), rebar must be in place.
- **Foundation/Drainage (often referred to as the backfill inspection):** Prior to backfilling. Exterior drainage system, waterproofing, exterior insulation and wall bracing must be in place. IF a foundation as-built survey is required by the municipality, the survey MUST be submitted AND approved before the foundation inspection will be performed.
- **Radon Rough-In:** Prior to pouring slab. Under slab radon piping installed, and installation of 4" rock or sand base complete. Note: If a sand base is used, geotextile drainage matting must be installed.
- **Under Slab Vapor Retarder:** (Can take place at the same time as the radon rough-in.) Min 6' mil poly installed (with minimum 12" lap).
- **Braced Wall Panel Inspection**
- **Framing: All plumbing, mechanical, fireplace, fire sprinkler and electrical rough-ins (if applicable) must be approved prior to this inspection.** (See handouts for those items for details about their rough-in and final inspections.) In addition to the approved plans, truss specs and any required engineering must be available at this inspection. Fire-blocking and wall bracing must be in place.
- **Energy Efficiency (insulation and vapor barrier):** All insulation, chutes, and poly must be installed, and poly taped and sealed, for this inspection. The wall and roof sheathing must be protected on the exterior, and the roof must be shingled.
- **Drywall/Fire Rated Assemblies (if applicable):** Assemblies must be installed per approved plans.
- **Lath (if applicable):** After weep screed, paper, and kick-out flashing are applied, but BEFORE BROWN COAT.
- **Final: All plumbing, mechanical, fireplace, fire sprinkler and electrical finals (if applicable) must be approved prior to this inspection.** The attic insulation and building certificates must be provided/posted. See the New Home Final Checklist (attached) for a list of items that must be complete.

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 re-inspection is required, a re-inspection 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 re-inspection will not be conducted if the re-inspection 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. 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 651-284-5065 or toll free 1-800-342-5354.**

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

NEW HOME FINAL -CHECKLIST

P	F	N/A	
			EXTERIOR:
☐	☐	☐	Address posted, secured, visible from the street fronting the property (contrasting color, min. 4" numbers/letters) (R319.1)
☐	☐	☐	Exterior exhaust clearances
☐	☐	☐	Grading: vegetation established or Sediment/Erosion Control in place
☐	☐	☐	Earth-wood separation – 6" (R317.1(5))
☐	☐	☐	Stucco exterior – weep screed clearance 4" above earth or 2" above paved areas (R703.6.2.1)
☐	☐	☐	Protective covering over exposed exterior waterproofing and/or insulation, extends a minimum of 6" below grade (R402.1.1)
☐	☐	☐	Ventilation intake/exhaust outlets have permanent, weather-resistant ID labels (R403.5.15)
☐	☐	☐	Grade falls 6" over the first 10' (R401.3) or swales are present
☐	☐	☐	Impervious surfaces within 10' of foundation are sloped ≥ 2% away from building
☐	☐	☐	Exterior wall penetrations sealed from weather/rodents (703.1)
☐	☐	☐	Roofing: kick-out flashing (where required) (R903.2.2)
☐	☐	☐	Roofing: ventilation as required (R806.2)
☐	☐	☐	Ramps (if installed) (R311.8)
☐	☐	☐	Deck: handrails (R311.7.7) and guardrails (R312.1)
☐	☐	☐	Steps and landing to house (R311.3), and handrails (R311.7.7)
☐	☐	☐	Stairway illumination (R311.7.9)
			GARAGE:
☐	☐	☐	Garage fire separations: walls/ceiling (302.6)
			☐ Sealed: attic access (see "General" item below) (RE402.2.4)
☐	☐	☐	Door 1: Garage overhead door meets 90 mph rating (R301.2.1)
☐	☐	☐	Door 1: GDO Test: reverse, sensors, obstruction, resistance (R309.4)
☐	☐	☐	Door 2: Garage overhead door meets 90 mph rating (R301.2.1)
☐	☐	☐	Door 2: GDO Test: reverse, sensors, obstruction, resistance (R309.4)
☐	☐	☐	Garage door to home is solid wood, solid steel, or honeycomb core steel not less than 1-3/8" thick, or is labeled as 20-minute fire rated (R302.5.1)
☐	☐	☐	Steps to home
			GENERAL:
☐	☐	☐	Smoke detector on each floor (installed and working) – interconnected (R314)
☐	☐	☐	Smoke detector outside of each sleeping room (installed and working) – interconnected (R314.3 and R314.4)
☐	☐	☐	Carbon monoxide detector outside of each sleeping room (10') (R315.1.1)
☐	☐	☐	Safety glazing on windows/doors where required (R308)
☐	☐	☐	Blocked patio doors (where required) (R312.2)
☐	☐	☐	Attic insulation card, insulation installer's certification and builder's certificate signed/posted (R401.3)
☐	☐	☐	Blower door test results – 3 air changes per hour (RE402.4.1.2)
☐	☐	☐	Light (natural or artificial) in every habitable room (R303.1)
☐	☐	☐	Minimum 75% of lamps in permanently installed fixtures are high-efficiency (RE404.1)
☐	☐	☐	Hallway/corridor widths 3' (R311.6) *(This section continued on next page…)*

P F N/A **GENERAL (continued)**

- ☐ ☐ ☐ Ceiling height 7' (R305.1)
- ☐ ☐ ☐ Skylights (if installed) (R308.6)
- ☐ ☐ ☐ Main entry door: 32" clear width, side hinged (R311.2)
- ☐ ☐ ☐ Air intake separation (R303.5.1)
- ☐ ☐ ☐ Attic access: 22x30 and sealed (R807.1)
- ☐ ☐ ☐ Exposed poly is fire rated (302.10.1)
- ☐ ☐ ☐ Gas line shut-off on all gas appliances, AGA-approved flex connector – grounded CCST tubing (if required)

BEDROOM(S):

1 2 3 4

- ☐ ☐ ☐ ☐ Cranks on windows, egress size and sill height (R310.1)
- ☐ ☐ ☐ ☐ Window fall protection (R312.2)
- ☐ ☐ ☐ ☐ Heat register covers installed
- ☐ ☐ ☐ ☐ Smoke detector

BATHROOM(S):

1 2 3 4

- ☐ ☐ ☐ ☐ Ventilation (natural or mechanical) (R303.3)
- ☐ ☐ ☐ ☐ Shower walls 6' above floor (R307.2)

P F N/A **UTILITY ROOM:**

- ☐ ☐ ☐ Sump hooked up, discharge in yard or tile along street
- ☐ ☐ ☐ Sump cover screwed down and sealed
- ☐ ☐ ☐ Water meter sealed

STAIRS:

- ☐ ☐ ☐ Rise, run, ceiling height, width, illumination, landings (R311.7)
- ☐ ☐ ☐ Handrails: height, gap/handroom, continuous, structural strength (R311.7.8)
- ☐ ☐ ☐ Guardrails: openings, structural strength (R312.1)
- ☐ ☐ ☐ Concealed space under stairs (R302.7)

BASEMENT/CRAWL SPACE:

- ☐ ☐ ☐ Exposed poly is fire rated (302.10.1)
- ☐ ☐ ☐ ½" drywall installed on underside of floor joists (R501.3)
- ☐ ☐ ☐ Crawl space access: 18" x 24" floor; 16" x 24" wall (R408.4)
- ☐ ☐ ☐ Crawl space ventilation (R408.1)

PERMIT CARD:

- ☐ ☐ ☐ Mechanical final - signed
- ☐ ☐ ☐ Fireplace final (if applicable and separate permit) - signed
- ☐ ☐ ☐ Plumbing final - signed
- ☐ ☐ ☐ Sprinkler final (if applicable and separate permit) - signed
- ☐ ☐ ☐ Electric final - signed
- ☐ ☐ ☐ Building final - signed
- ☐ ☐ ☐ Site inspection was completed (if required)

New Construction Energy Code Compliance Certificate

MNSPECT HELPING YOU KNOW

Per R4013 Certificate. A building certificate shall be posted on or in the electrical distribution panel.	Date Certificate Posted
Mailing Address of the Dwelling or Dwelling Unit	Municipality
Name of Residential Contractor	MN License Number

THERMAL ENVELOPE

Insulation Location	Total R-Value of all Types of Insulation	Type: Check All That Apply								
		Non or Not Applicable	Fiberglass, Blown	Fiberglass, Batts	Foam, Closed Cell	Foam Open Cell	Mineral Fiberboard	Rigid, Extruded Polystyrene	Rigid, Isocynurate	Other Please Describe Here
Below Entire Slab										
Foundation Wall										
Perimeter of Slab on Grade										
Rim Joist (1st Floor)										
Rim Joist (2nd Floor+)										
Wall										
Ceiling, flat										
Ceiling, vaulted										
Bay Windows or cantilevered areas										
Floors over unconditioned area										
Describe other insulated areas										

RADON CONTROL SYSTEM

- ☐ Passive (*No Fan*)
- ☐ Active (*With fan and monometer or other system monitoring device*)

Location (or future location) of Fan:

Building envelope air tightness:

Duct system air tightness:

Windows & Doors	
Average U-Factor (*excludes skylights and one door*)	
Solar Heat Gain Coefficient (SHGC):	

Heating or Cooling Ducts Outside Conditioned Spaces

- ☐ Not applicable, all ducts located in conditioned space
- ☐ R-value

MECHANICAL SYSTEMS

Appliances		Domestic Water Heater	Cooling System
Fuel Type			
Manufacturer			
Model			
Rating or Size	Input in BTUS:	Capacity in Gallons:	Output in Tons:
Efficiency	AFUE or HSPF%		SEER /EER

Residential Load Calculation	Heating Loss	Heating Gain	Cooling Load

Make-up Air *Select a Type*

- ☐ Not required per mech. code
- ☐ Passive
- ☐ Powered
- ☐ Interlocked with exhaust device. Describe:
- ☐ Other, describe:

Location of duct or system:

- ☐ Cfm's
- ☐ " round duct OR
- ☐ " metal duct

MECHANICAL VENTILATION SYSTEM

Describe any additional or combined heating or cooling systems if installed: (e.g. two furnaces or air source heat pump with gas back-up furnace):

Select Type

☐	Heat Recover Ventilator (HRV) capacity in cfms:	Low:		High:	
☐	Energy Recover Ventilator (ERV) capacity in cfms:	Low:		High:	
☐	Balanced Ventilation capacity in cfms:				

Location of fan(s), describe:

Capacity continuous ventilation rate in cfms:

Total ventilation (intermittent + continuous) rate in cfms:

Combustion Air *Select a Type*

- ☐ Not required per mech. code
- ☐ Passive
- ☐ Other, describe:

Location of duct or system:

- ☐ Cfm's
- ☐ " round duct OR
- ☐ " metal duct

1346.6012 IFGC APPENDIX E, WORKSHEET E-1.

IFGC Appendix E, Worksheet E-1

Residential Combustion Air Calculation Method
(for Furnace, Boiler, and/or Water Heater in the Same Space)

Step 1: Complete vented combution appliace information:

Furnace/Boiler:
____ Draft Hood (Not fan Assisted) ____ Fan Assisted & Power Vent ____ Direct Vent Input: _____Btu/hr

Water Heater:
____ Draft Hood (Not fan Assisted) ____ Fan Assisted & Power Vent ____ Direct Vent Input: _____Btu/hr

Step 2: Calculate the volume of the Combustion Appliance Space (CAS) containing combustion appliances.

The CAS includes all spaces connected to one another by code compliant openings. CAS volume: _____ ft^3

Step 3: Determine air Changes per Hour (ACH)[1]

Default ACH values have been incorporated into Table E-1 for use with Method 4b (KAIR Method). If the year of construction or ACH is not known, use method 4a (Standard Method).

Step 4: Determine Required Volume for Combustion Air.

4a. Standard Method

Total Btu/hr input of all combustion appliances (DO NOT COUNT DIRECT VENT APPLIANCES) Input: _____Btu/hr

Use Standard Method column in Table E-1 to find Total Required Volume (TRV) TRV: _____ ft^3

If CAS Volume (from Step 2) ***is greater than*** TRV then no outdoor openings are needed.

If CAS Volume (from Step 2) ***is less than*** TRV then go to **STEP 5.**

4b. Known Air Infiltration Rate (KAIR) Method

Total Btu/hr input of all fan-assisted and power vent appliances (DO NOT COUNT DIRECT VENT APPLIANCES) Input: _____Btu/hr

Use Fan-Assisted Appliances column in Table E-1 to find Required Volume Fan Assisted (RVFA) RVFA: _____ ft^3

Total Btu/hr input of all non-fan-assisted appliances Input: _____Btu/hr

Use Non-Fan-Assisted Appliances column in Table E-1 to find Required Volume Non-Fan-Assisted (RVNFA) RVNFA: _____ ft^3

Total Required Volume (TRV) = RVFA + RVNFA TRV = _____ + _____ = _____ ft^3

If CAS Volume (from Step 2) ***is greater than*** TRV then no outdoor openings are needed.

If CAS Volume (from Step 2) ***is less than*** TRV then go to **STEP 5.**

Step 5: Calculate the ratio of available interior volume to the total required volume.

Ratio = CAS Volume (from Step 2) ***divided by*** TRV (from Step 4a or Step 4b) Ratio = ___ / ___ = ___

Step 6: Calculate Reduction Factor (RF).

RF = 1 ***minus*** Ratio RF = 1 - _____ = _____

Step 7: Calculate single outdoor opening as if all combustion air is from outside.

Total Btu/hr input of all Combustion Appliances in the same CAS (EXCEPT DIRECT VENT) Input: _____Btu/hr

Combustion Air Opening Area (CAOA):
Total Btu/hr ***divided*** by 3000 Btu/hr per in^2 CAOA = _____/3000 Btu/hr per in^2 = _____ in^2

Step 8: Calculate Minimum CAOA.

Minimum CAOA = CAOA ***multiplied by*** RF Minimum CAOA = _____ x _____ = _____ in^2

Step 9: Calculate Combustion Air Opening Diameter (CAOD)

CAOD = 1.13 ***multiplied by the square root of*** Minimum CAOA CAOD = 1.13 x $\sqrt{\text{Minimum CAOA}}$ = _____ in

[1]If desired, ACH can be determined using ASHRAE calculation or blower door test. Follow procedures in Section 304.

1346.6014 IFGC APPENDIX E, TABLE E-1.

IFGC Appendix E, Table E-1 Residential Combustion Air Required Volume (Required Interior Volume Based on Input Rating of Appliances)					
Input Rating (Btu/hr)	Standard Method (ft^3)	Known Air Infiltration Rate (KAIR) Method (ft^3) Fan Assisted		Non-Fan-Assisted	
		1994[1] to Present	Pre 1994[2]	1994[1] to Present	Pre 1994[2]
5,000	250	375	188	525	263
10,000	500	750	375	1,050	525
15,000	750	1,125	563	1,575	788
20,000	1,000	1,500	750	2,100	1,050
25,000	1,250	1,875	938	2,625	1,313
30,000	1,500	2,250	1,125	3,150	1,575
35,000	1,750	2,625	1,313	3,675	1,838
40,000	2,000	3,000	1,500	4,200	2,100
45,000	2,250	3,375	1,688	4,725	2,363
50,000	2,500	3,750	1,875	5,250	2,625
55,000	2,750	4,125	2,063	5,775	2,888
60,000	3,000	4,500	2,250	6,300	3,150
65,000	3,250	4,875	2,438	6,825	3,413
70,000	3,500	5,250	2,625	7,350	3,675
75,000	3,750	5,625	2,813	7,875	3,938
80,000	4,000	6,000	3,000	8,400	4,200
85,000	4,250	6,375	3,188	8,925	4,463
90,000	4,500	6,750	3,375	9,450	4,725
95,000	4,750	7,125	3,563	9,975	4,988
100,000	5,000	7,500	3,750	10,500	5,250
105,000	5,250	7,875	3,938	11,025	5,513
110,000	5,500	8,250	4,125	11,550	5,775
115,000	5,750	8,625	4,313	12,075	6,038
120,000	6,000	9,000	4,500	12,600	6,300
125,000	6,250	9,375	4,688	13,125	6,563
130,000	6,500	9,750	4,875	13,650	6,825
135,000	6,750	10,125	5,063	14,175	7,088
140,000	7,000	10,500	5,250	14,700	7,350
145,000	7,250	10,875	5,438	15,225	7,613
150,000	7,500	11,250	5,625	15,750	7,875
155,000	7,750	11,625	5,813	16,275	8,138
160,000	8,000	12,000	6,000	16,800	8,400
165,000	8,250	12,375	6,188	17,325	8,663
170,000	8,500	12,750	6,375	17,850	8,925
175,000	8,750	13,125	6,563	18,375	9,188
180,000	9,000	13,500	6,750	18,900	9,450
185,000	9,250	13,875	6,938	19,425	9,713
190,000	9,500	14,250	7,125	19,950	9,975
195,000	9,750	14,625	7,313	20,475	10,238
200,000	10,000	15,000	7,500	21,000	10,500
205,000	10,250	15,375	7,688	21,525	10,763
210,000	10,500	15,750	7,875	22,050	11,025
215,000	10,750	16,125	8,063	22,575	11,288
220,000	11,000	16,500	8,250	23,100	11,550
225,000	11,250	16,857	8,438	23,625	11,813
230,000	11,500	17,250	8,625	24,150	12,075

[1]The 1994 date refers to dwellings constructed under the 1994 Minnesota Energy Code. The default KAIR used in this section of the table is 0.20 ACH.
[2]This section of the table is to be used for dwellings constructed prior to 1994. The default KAIR used in this section of the table is 0.40 ACH.

Table 501.3.1 Procedure to Determine Makeup Air Quantity for Exhaust Equipment in Dwellings Use the Appropriate Column to Estimate House Infiltration				
	One or multiple power vent or direct vent appliances or no combustion appliances[A]	One or multiple fan-assisted appliances and power vent or direct vent appliances[B]	One atmospherically vented gas or oil appliance or one solid fuel appliance[C]	Multiple atmospherically vented gas or oil appliances or solid fuel appliances[D]
1a) pressure factor (cfm/sf)	0.15	0.09	0.06	0.03
b) conditioned floor area (sf) (including unfinished basements)				
Estimated House Infiltration (cfm): [1a x 1b]				
2. Exhaust Capacity a) continuous exhaust-only ventilation systems (cfm): (not applicable to balanced ventilation systems such as HRV)				
b) clothes dryer	135	135	135	135
c) 80% of largest exhaust rating (cfm): (not applicable if recirculating system or if powered makeup air is electrically interlocked and matched to exhaust)				
d) 80% of next largest exhaust rating (cfm): (not applicable if recirculating system or if powered makeup air is electrically interlocked and matched to exhaust)	not applicable			
Total Exhaust Capacity (cfm): [2a+2b+2c+2d]				
3. Makeup Air Requirement a) Total Exhaust Capacity (from above)				
b) Estimated House Infiltration (from above)				
Makeup Air Quantity (cfm): [3a – 3b] (if value is negative, no makeup air is needed)				
4. For Makeup Air Opening Sizing, refer to Table 501.3.2				

A Use this column if there are other than fan-assisted or atmospherically vented gas or oil appliances or if there are no combustion appliances.

B Use this column if there is one fan-assisted appliance per venting system. Other than atmospherically vented appliances may also be included.

C Use this column if there is one atmospherically vented (other than fan-assisted) gas or oil appliance per venting system or one solid fuel appliance.

D Use this column if there are multiple atmospherically vented gas or oil appliances using a common vent or if there are atmospherically vented gas or oil appliances and solid fuel appliances.

Table 501.3.2
Makeup Air Opening Sizing Table for New and Existing Dwellings

	One or multiple power vent or direct vent appliances or no combustion appliances[A]	One or multiple fan-assisted appliances and power vent or direct vent appliances[B]	One atmospherically vented gas or oil appliance or one solid fuel appliance[C]	Multiple atmospherically vented gas or oil appliances or solid fuel appliances[D]	Passive makeup air opening duct diameter[E,F,G]
Type of opening or system	(cfm)	(cfm)	(cfm)	(cfm)	(inches)
Passive Opening	1-36	1-22	1-15	1-9	3
Passive Opening	37-66	23-41	16-28	10-17	4
Passive Opening	67-109	42-66	29-46	18-28	5
Passive Opening	110-163	67-100	47-69	29-42	6
Passive Opening	164-232	101-143	70-99	43-61	7
Passive Opening	233-317	144-195	100-135	62-83	8
Passive Opening with Motorized Damper	318-419	196-258	136-179	84-110	9
Passive Opening with Motorized Damper	420-539	259-332	180-230	111-142	10
Passive Opening with Motorized Damper	540-679	333-419	231-290	143-179	11
Powered Makeup Air[H]	>679	>419	>290	>179	not applicable

A Use this column if there are other than fan-assisted or atmospherically vented gas or oil appliances or if there are no combustion appliances.

B Use this column if there is one fan-assisted appliance per venting system. Other than atmospherically vented appliances may also be included.

C Use this column if there is one atmospherically vented (other than fan-assisted) gas or oil appliance per venting system or one solid fuel appliance.

D Use this column if there are multiple atmospherically vented gas or oil appliances using a common vent or if there are atmospherically vented gas or oil appliances and solid fuel appliance(s).

E An equivalent length of 100 feet of round smooth metal duct is assumed. Subtract 40 feet for the exterior hood and ten feet for each 90-degree elbow to determine the remaining length of straight duct allowable.

F If flexible duct is used, increase the duct diameter by one inch. Flexible duct shall be stretched with minimal sags.

G Barometric dampers are prohibited in passive makeup air openings when any atmospherically vented appliance is installed.

H Powered makeup air shall be electrically interlocked with the largest exhaust system.

Permit Number / Project:_____ Wind Speed:_____mph

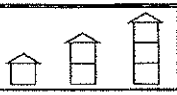
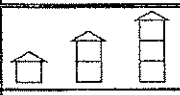
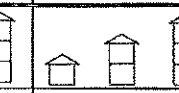
Braced wall line ID →																			
Story → / Braced wall line criteria ↓																			
Average spacing to next parallel BWL (ft)																			
Tabular required length of bracing (ft)																			
Adjust tabular value	Exposure factor (see table)	X			X			X			X			X			X		
	Roof eave-to-ridge height factor (see table)	X			X			X			X			X			X		
	Wall height factor (see table)	X			X			X			X			X			X		
	Number of BWLs factor (in plan direction) 2 BWLs = 1.0 3 BWLs = 1.3 4 BWLs = 1.45 ≥ 5 BWLs = 1.6	X			X			X			X			X			X		
	Omit interior finish material factor = 1.4	X			X			X			X			X			X		
	Interior gypsum board fastener spacing reduced to 4" o.c., factor = 0.7	X			X			X			X			X			X		
Adjusted required length of bracing (ft) →																			
Braced Wall Panels on Braced Wall Line		BWP ↓	Method	Contributing length (ft)	Method	Contributing length (ft)	Method	Contributing length (ft)	Method	Contributing length (ft)	Method	Contributing length (ft)	Method	Contributing length (ft)	Method	Contributing length (ft)	Method	Contributing length (ft)	
	Contributing length per Table R602.10.5	1																	
	Partial credit per Table R602.10.5.2 for intermittent methods only	2		+		+		+		+		+		+		+		+	
		3		+		+		+		+		+		+		+		+	
		4		+		+		+		+		+		+		+		+	
		5		+		+		+		+		+		+		+		+	
		6		+		+		+		+		+		+		+		+	
		7		+		+		+		+		+		+		+		+	
Total contributing length of wall bracing →																			
Total contributing ≥ adjusted required?			Y - N		Y - N		Y - N		Y - N		Y - N		Y - N		Y - N		Y - N		
Spacing	BWPs spaced ≤ 20' edge-to-edge		Y - N - NA		Y - N - NA		Y - N - NA		Y - N - NA		Y - N - NA		Y - N - NA		Y - N - NA		Y - N - NA		
No. of BWPs	Length of BWL (ft)																		
	BWL has min. 2 BWPs or BWL ≤ 16' has 1-48" BWP		Y - N		Y - N		Y - N		Y - N		Y - N		Y - N		Y - N		Y - N		
BWL ends	BWP at or begins within 10' of end		Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	Y - N	
	Continuous sheathing only: end condition per Figure R602.10.7		1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	
BWL compliance			Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail	

TABLE R602.10.3(1)
BRACING REQUIRED BASED ON WIND

≤90 MPH	Minimum total length of braced wall panels required along each bracedwall line (ft) [a]				
	BWL SPACING	LIB	GB	DWB, WSP, SFB, PBS, PCP, HPS, CS-SFB	CS-WSP, CS-G, CS-PF
	10	3.5	3.5	2.0	2.0
	20	7.0	7.0	4.0	3.5
	30	9.5	9.5	5.5	5.0
	40	12.5	12.5	7.5	6.0
	50	15.5	15.5	9.0	7.5
	60	18.5	18.5	10.5	9.0
	10	7.0	7.0	4.0	3.5
	20	13.0	13.0	7.5	6.5
	30	18.5	18.5	10.5	9.0
	40	24.0	24.0	14.0	12.0
	50	29.5	29.5	17.0	14.5
	60	35.0	35.0	20.0	17.0
	10	NP	10.5	6.0	5.0
	20	NP	19.0	11.0	9.5
	30	NP	27.5	16.5	13.5
	40	NP	35.5	20.5	17.5
	50	NP	44.0	25.0	21.5
	60	NP	52.0	30.0	25.5

Footnotes:
a. Linear interpolation allowed

TABLE R602.10.3(2) WIND ADJUSTMENT FACTORS

Adjustment	Story/Supporting	Cond.	Factor [a,b]
Exposure Category	One-story structure	B	1.00
		C	1.20
		D	1.50
	Two-story structure	B	1.00
		C	1.30
		D	1.60
	Three-story structure	B	1.00
		C	1.40
		D	1.70
Roof Eave-to-Ridge Height Adjustment	Roof only	≤5 ft	0.70
		10 ft	1.00
		15 ft	1.30
		20 ft	1.60
	Roof + 1 floor	≤5 ft	0.85
		10 ft	1.00
		15 ft	1.15
		20 ft	1.30
	Roof + 2 floors	≤5 ft	0.90
		10 ft	1.00
		15 ft	1.10
		20 ft	NP
Wall Height Adjustment	Any story	8 ft	0.90
		9 ft	0.95
		10 ft	1.00
		11 ft	1.05
		12 ft	1.10

Footnotes:
a. Linear interpolation is permitted
b. Total adjustment factor is the product of all applicable adjustment factors

TABLE R602.10.5 MINIMUM LENGTH OF BRACED WALL PANELS

METHOD		MINIMUM LENGTH (in) [a] Wall Height (ft)					Contributing Credit Length (in)
		8 ft	9 ft	10 ft	11 ft	12 ft	
DWG, WSP, SFB, PBS, PCP, HPS		48 in	48 in	48 in	53 in	58 in	Actual [b]
GB		48 in	48 in	48 in	53 in	58 in	Double sided = Actual
							Single sided = .05 x actual
LIB		55 in	62 in	69 in	NP	NP	Actual [b]
ABW		28 in	32 in	34 in	38 in	42 in	48 in
PFH	Support in roof only	16 in	16 in	16 in	18 in [c]	20 in [c]	48 in
	Supporting roof + 1 story	24 in	24 in	24 in	27 in [c]	29 in [c]	48 in
PFG		24 in	27 in	30 in	33 in [c]	36 in [c]	1.5 x actual [b]
CS-G		24 in	27 in	30 in	33 in	36 in	Actual [b]
CS-PF		18 in	18 in	20 in	22 in [c]	24 in [c]	Actual [b]
CS-WSP CS-SFB	Adjacent Opening Height						
	≤ 64 in	24 in	27 in	30 in	33 in	36 in	Actual [b]
	68 in	36 in	27 in	30 in	33 in	36 in	
	72 in	27 in	27 in	30 in	33 in	36 in	
	76 in	30 in	29 in	30 in	33 in	36 in	
	80 in	32 in	30 in	30 in	33 in	36 in	
	84 in	35 in	32 in	32 in	33 in	36 in	
	88 in	38 in	35 in	33 in	33 in	36 in	
	92 in	43 in	37 in	35 in	35 in	36 in	
	96 in	48 in	41 in	38 in	36 in	36 in	
	100 in		44 in	40 in	38 in	38 in	
	104 in		49 in	43 in	40 in	39 in	
	108 in		54 in	46 in	43 in	41 in	
	112 in			50 in	45 in	43 in	
	116 in			55 in	48 in	45 in	
	120 in			60 in	52 in	48 in	
	124 in				56 in	51 in	
	128 in				61 in	54 in	
	132 in				66 in	58 in	
	136 in					62 in	
	140 in					66 in	
	144 in					72 in	

Footnotes:
a. Linear interpolation allowed
b. Use actual provided if is ≥ min. length
c. Max header height is 10', however it may be increased to 12' with pony wall per Table R602.10.6.4

TABLE R602.10.5.2 PARTIAL CREDIT FOR BRACED WALL PANELS LESS THAN 48 INCHES IN ACTUAL LENGTH[a]

Actual Length of Braced Wall Panel (in)	Contributing Length of BWP	
	8 ft wall height	9 ft wall height
48	48	48
42	36	36
36	27	NA

Footnotes:
a. Linear interpolation is permitted

CITY OF MOUND

Pre-construction Site Inspection
&
Erosion Control Escrow Deposit

Effective June 22, 2004, the City of Mound requires a pre-construction site inspection for all significant construction projects by the Building Official and Public Works Department. This is to ensure that the site has been adequately prepared for construction including, but not limited to, silt fence installation, exposure of iron monuments, etc. A copy of the pre-construction site inspection checklist is included.

Be advised that a 24 hour notice is required for all inspection requests and that construction cannot begin until the requirements have been met and completed inspection checklists returned to the Building and Planning Department. The permit holder is responsible for calling the numbers provided below to schedule the inspections. The fee for the pre-construction site inspection is $90.00 and will be included in the building permit fee.

Building Official (call 1st)	**MnSpect**	**952-442-7520**
(when your inspection is set with MnSpect then call Public Works)		
Public Works	**Ray Hanson**	**952-472-0614**

An erosion control construction deposit of $1000.00 is also required for all applications that involve land disturbing activities (i.e. silt fence, sedimentation, ground cover, etc.). The escrow deposit is required at the time of building permit issuance to offset costs associated with erosion control monitoring activities (silt fence condition, sedimentation, street sweeping, etc.). The escrow will be maintained until an appropriate ground cover on the site has been fully established.

Date: _____ Building Permit # _____

CITY OF MOUND NEW CONSTRUCTION CHECK LIST
ALL ITEMS MUST BE CHECKED AND NOTED PRIOR TO EXCAVATION

Project Description: _____

Address: _____

BUILDING OFFICIAL

1. ☐ Grading /drainage swales established away from neighbors structures:
   _____
2. ☐ Locate and show property stakes and building pad stakes:
   _____
3. ☐ Address posted on site:
   _____
4. ☐ Setback requirements:

   Front:_____ Lakeshore: _____ Rear: _____ Side: _____ Side: _____

   Other (corner/front): _____ Wetland(s) _____ Bluff _____
5. ☐ Permit visible on site.
6. ☐ Other(s) _____

☐ Authorization to Proceed ☐ Initials of Official _____

PUBLIC WORKS

7. ☐ Erosion control fencing established, if necessary:
   _____
8. ☐ Verify elevation of sanitary sewer services to low floor elevations:
   _____
9. ☐ Conditions of water shut-off/service (mark with contractors stake):
   _____
10. ☐ Conditions of curb and gutter abutting property to be built:
    _____
11. ☐ Curbs properly abridged for construction traffic:
    _____
12. ☐ Conditions of storm sewer gate abutting the property (if applicable):
    _____
13. ☐ Conditions of light fixtures or any other utility fixtures abutting the property
    _____
14. ☐ Culvert inspection: _____
15. ☐ Other(s): _____

☐ Authorization to Proceed ☐ Initials of Official _____

SURVEY REQUIREMENTS

PERMIT & ZONING APPLICATION AND AS-BUILT SURVEY REQUIREMENTS

Each certified land survey shall indicate that permanent iron monuments are in place at each lot corner. The survey shall also show the following:

1. North arrow and scale of drawing.
2. Legal description of parcel.
3. Lot area of parcel measured in square feet and dimension of all lot lines. Lot area is measured above the Ordinary High Water as listed below (929.4 for Lake Minnetonka).
4. Dimensions and location of all known easements, and type of easement.
5. Location of all existing buildings. For remodeling or addition permits, dimensions of each building and reference distances from the lot lines to the nearest point of each building must be shown.
6. Location of existing utilities, including but not limited to manholes, hydrants, catch basins power poles, and telephone boxes. Show all **existing and proposed sewer and water service locations, and where they come into the structure with dimensional ties**. Water shut off cannot be located in the driveway.
7. Front, side, and rear yard setback dimensions to existing and proposed buildings; all outside dimensions of buildings, including **decks** and **fireplaces**.
8. Setback dimensions to existing buildings located on adjacent lots if they are within 25 feet of side lot line; first floor and at grade elevations of corners of buildings on adjacent lots.
9. Location of irons at each side lot line establishing proposed front building line. The maintenance of these irons, once established by the surveyor, shall be the responsibility of the building permit applicant. Wood stakes or lath shall be placed at the four corners of the proposed building.
10. Location of proposed driveway, future garage site if not included with building permit application and minimum of two (2) off-street parkway spaces (325 S.F. per stall).
11. Benchmark elevation to National Geodetic Vertical Datum (N.G.V.D.) and description of location. Benchmarks are available at City Hall, 952-472-0600.
12. Grade elevations at the following points (additional elevations may be required):
    a. Existing and proposed at each lot corner.
    b. Existing street elevations (centerline and top of curb) at each lot line extended and both sides of proposed driveway at intersection with street.
    c. Existing elevations on side lot lines, at extension of proposed front and rear building lines and any major grade changes.
    d. Proposed lowest floor, garage floor, and top of foundation elevations.
    e. Existing and proposed elevations at all major corners of building.
    f. Existing and proposed elevations at top and bottom of any major slopes.
    g. Proposed finished grade at front building line and/or ordinary high water line.
    h. TOP OF BLUFF AND SETBACK FROM TOP OF BLUFF.

13. Location and elevations at top and bottom of any proposed retaining walls.
14. Dimension of lot frontage on public street and at Ordinary High Water Mark.
15. Lot width dimension as measured at the minimum front setback line and at the 50 foot lakeshore setback from the Ordinary High Water Mar.
16. Proposed direction of surface water drainage indicated by arrows and elevations, and percent of slope on driveway if applicable.
17. The Ordinary High Water elevation/contour must be shown if lot abuts body of water or is within 50 feet of said water.
18. The Floodplain elevation/contour must be shown and labeled (Both MCWD and City). Any possible wetlands should also be marked. Filling within the floodplain and wetlands shall not occur without permission from the City of Mound and the Minnehaha Creek Watershed District.

	Ordinary High Water	**Flood Elevation**	**Lowest Floor Elevation**
LAKE MINNETONKA	929.4	MCWD 931.5 / CITY 931	933
DUTCH LAKE	939.2	940	942
LAKE LANGDON	932.1	935	937

FOUNDATION SURVEY REQUIREMENTS

As part of the pre-construction site inspection the following staking is required to be completed:

1. Setback dimension stakes on the property line with setback dimension measurement to at least three foundation corners of the proposed structure.
2. Offset and grade stakes to proposed foundation corners.

After foundation is in place and prior to construction proceeding, contractor is to have surveyor verify in the field the location and elevation of building foundation per building plan requirements and a survey copy given to the City of Mound for approval to proceed.

NOTE: Foundation survey verification documentation requirement <u>may</u> be waived if the setbacks for the subject property are 5 feet or greater over the established minimums of front, side, and rear setback requirements for the district.

HARDCOVER CALCULATIONS
(IMPERVIOUS SURFACE COVERAGE)

PROPERTY ADDESS:
OWNER'S NAME:

LOT AREA _____ SQ. FT. X **30%** = (for all lots) ..... | |

LOT AREA _____ SQ. FT. X **40%** = (for Lots of Record) ..... | |

* Existing Lots of Record may have 40 percent coverage provided that techniques are utilized, as outlined in Zoning Ordinance Section 129-385 (see back). A plan must be submitted and approved by the Building Official.

	LENGTH		WIDTH		SQ FT	
HOUSE	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	TOTAL HOUSE					_____
DETACHED BUILDINGS (GARAGE/SHED)	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	TOTAL DETACHED BUILDINGS.....					_____
DRIVEWAY, PARKING AREAS, SIDEWALKS, ETC.	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	TOTAL DRIVEWAY, ETC					_____
DECKS Open decks (1/4" min. Opening between boards) with a pervious surface under are not counted as hardcover.	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	TOTAL DECK					_____
	_____	X	_____	=	_____	
	_____	X	_____	=	_____	
	TOTAL OTHER					_____

TOTAL HARDCOVER / IMPERVIOUS SURFACE..... | |

UNDER / OVER (indicate difference) ..... | |

PREPARED BY _____ DATE _____

Revised 01/12/10

SUMMARY OF HARDCOVER RULES

Excerpts from the Mound Zoning Ordinance

Section 129-2 Definitions

Impervious cover means any surface impervious or resistant to the free flow of water or surface moisture. The term "impervious cover" shall include, but not be limited to, all driveways and parking areas whether paved or not, tennis courts, sidewalks, patios and swimming pools. Open decks (one-quarter-inch minimum opening between boards) shall not be counted in impervious cover calculations.

Lot area, minimum, means the area of a lot in a horizontal plane bounded by the lot lines, but not including any area below the ordinary high-water level as determined by the city or department of natural resources. (The ordinary high-water level for major lakes in the city: Lake Minnetonka = 929.4; Dutch Lake = 939.2; Lake Langdon = 932.1.)

Section 129-196 Requirements applicable to all residential districts

(a) Lot coverage. Impervious surface coverage of lots in residential zones shall not exceed 30 percent of the lot area. On existing lots of record, impervious coverage may be permitted to up to a maximum of 40 percent consistent with the provisions identified in section 129-385(g)(2)a.

Section 129-385 Zoning - Shoreland Management

(2) Specific standards.

a. Impervious surface coverage of lots in residential zones shall not exceed 30 percent of the lot area. On existing lots of record, impervious coverage may be permitted by a maximum of 40 percent providing that the following techniques are utilized as applicable:

1. Impervious areas should be drained to vegetated areas or grass filter strips through the use of crowns on driveways, direction of downspouts on gutters collecting water from roof areas, etc.
2. Dividing or separating impervious areas into smaller areas through the use of grass or vegetated filter strips such as the use of paving blocks separated by grass or sand allowing infiltration.
3. Use grading and construction techniques which encourage rapid infiltration such as the installation of sand or gravel sump areas to collect and percolate stormwater.
4. Install berms to temporarily detain stormwater thereby increasing soil absorption.

b. Impervious surface coverage in lots in the business and industrial zones shall not exceed 30 percent of the lot area. In business and industrial zones that are included within areas covered by an approved stormwater management plan, impervious surface coverage shall not exceed 75 percent of the total lot area.

BUILDING HEIGHT CALCULATION
HOW-TO FORM

Per Mound City Code, Section 129-2, building height and building line are defined as follows:

Building Height. The vertical distance to be measured from the average grade of a building line to the top, to the cornice of a flat roof, to the deck line of a mansard roof, to a point on the roof directly above the highest wall of a shed roof, to the uppermost point on a round or other arch type roof, to the mean distance of the highest gable on a pitched or hip roof.

Building Line. A line parallel to the street right-of-way or the ordinary high water level at any story level of a building and representing the minimum distance which all or any part of the building is set back from said right-of-way line or ordinary high water level.

1. Describe the type of roof style proposed: _____ (i.e. pitched, flat, shed roof, etc.)

2. Provide the average grade elevation of the building line facing the street: _____ based on proposed grades referenced on submitted survey.

3. Provide the average grade elevation of the building line facing the rear of the lot or lake: _____ based on proposed grades referenced on submitted survey.

4. Provide the average grade elevation of the building line(s): _____.

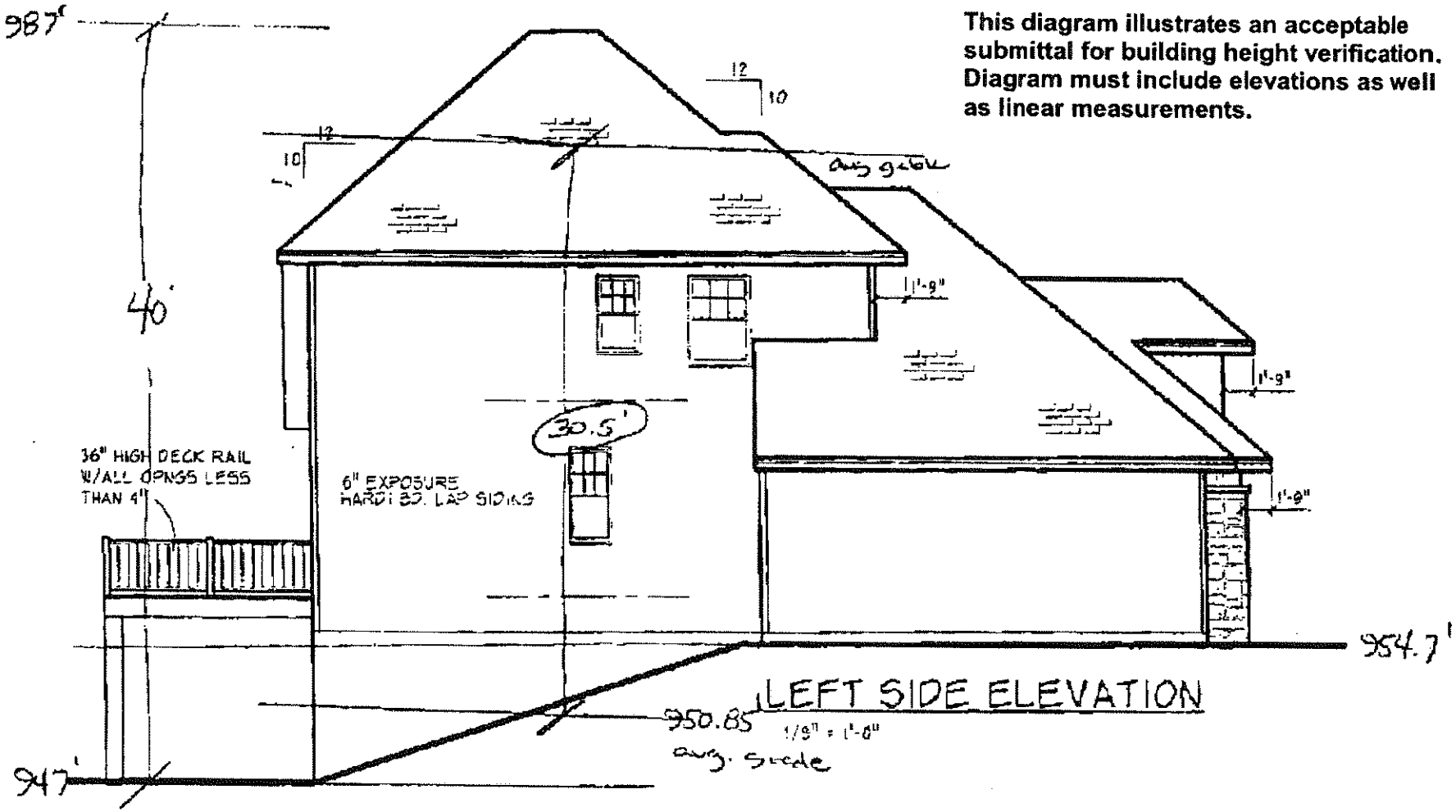
5. Provide the height of the proposed structure as measured from the lowest grade elevation to highest point of structure: _____.

6. **Provide the proposed height of the structure based on the definition of building height referenced above: _____**

The applicant (or designated representative) must provide written and graphic documentation to confirm that the proposed height of the new structure, based on the Zoning Ordinance definition, meets the height regulations of the applicable zoning district. Graphics document **must be scaled** to allow for checking by Staff.

Measuring Building Height

A building height verification must be submitted with the building permit application on any new home construction or addition.



This diagram illustrates an acceptable submittal for building height verification. Diagram must include elevations as well as linear measurements.

CITY OF MOUND

2415 Wilshire Blvd
Mound, MN 55364
Phone 952-472-0607
Fax 952-472-0620

BUILDING PERMIT

☐ Handout Given

☐ Lead Handout Given

_____

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

SITE ADDRESS:_____ **PID:**_____

1) Was the home constructed before 1978? (**YES** □, continue with line 2, **NO** □ continue without completing EPA Section)
2) Will the work disturb ≥6 sq ft of interior painted surfaces or ≥20 sq ft of exterior painted surfaces? (**YES** □ go to line 4, **NO** □ line 3)
3) Are there any windows being replaced? (**YES** □, go to line 4, **NO** □ continue without completing EPA Section)
4) Has this home been Certified Lead Free? (**YES** □, you MUST Attach Certification Information, **NO** □ complete line 5)
5) EPA Contractor Certification Number: **NAT -**

PROPERTY OWNER:			Address:	
City:	State:	Zip:	Email:	
Contact Name:			Phone:	
CONTRACTOR:			Address:	
City:	State:	Zip:	Phone:	Fax:
Contractor License No:			Contact Name:	Phone:
Email:				
ARCHITECT:			Address:	
City:	State:	Zip:	Phone:	Fax:
Email:			Contact Name:	Phone:

TYPE OF WORK:	□ New Construction	□ Deck	□ Re-Roof
□ Commercial □ Residential	□ Change of Use	□ Pool	□ Re-Side
EST. VALUATION OF WORK	□ Finish Basement	□ Retaining Wall	□ Shed _____
$ _____	□ Remodel	□ Porch	□ Window/Door Replacement
Square feet:	□ Addition	□ Demolition	# being replaced _____
	□ Garage-Attached/Detach	□ Misc Other	□ Misc Other
Detailed Description of Work:	□ Accessory Structure		

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. **I agree to pay all plan review fees even if I choose not to proceed with the work.** 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: □ Owner □ Contractor □ Owner's Representative

OFFICE USE ONLY

OCCUP. TYPE: CONST. TYPE: CODE: BLDG SPRINKLED Yes / No

VALUATION: $

Permit Fee: $ _____
Plan Review Fee: $ _____
State Surcharge: $ _____
Site Inspection Fee: $ _____
S.E.C. Fee: $ _____
Investigation fee / Other Fee: $ _____
Copy Charge ($.25 per 8.5 x11 page) $ _____
License Check ($5) / Lead Check ($5) $ _____
Sub Total $

	COPIED	APPROVED		
ZONING				
CITY ENG/DPW				
PUBLIC WORKS				
		UTIL	TAX	OTHER
ASSESSING/UTIL BILL				
BUILDING OFFICAL				

Special Conditions/Required Setbacks:

Building Approval By: DATE:

Printed Building Approval By: ☐ License Verification ☐ Lead Verification - Checked By:

City Approval By: DATE:

Information supplied on this form will be considered public according to the MN Government Data Practices Act.
See reverse side for an important statement regarding Indian Mounds.

Supplemental Information for Building Permits – Indian Mounds and Earthwork Sites

Applicant is advised that there are historic Indian burial mounds and/or earthwork sites in and around the City of Mound. While many of the mounds have been severely impacted by development over the years, the mounds do receive protection under state law and penalties are imposed for unauthorized disturbance of mounds.

The City maintains some general information about possible sites in an inventory of the "Earthwork/Mound/Burial Areas" contained on the Cultural Resources Map in the Mound Comprehensive Plan and in surveys of the burial sites from Hill and Lewis in 1911 but the completeness or accuracy of this information is unknown. Additional information may be obtained through the Minnesota State Archeologist.

Any formal investigation of a site, including a determination of whether a mound or burial area exists on a subject site, is the responsibility of the property owner or developer. The issuance of permits by the City to do work on a site does not relieve the owner or the developer of that responsibility.

BUILDING PERMIT APPLICANT: PROPERTY OWNER

I, _____, understand that the State of Minnesota requires that all
Property Owner
residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements. This license requirement applies to owners of residential real estate who build or improve such property for purposes of speculation or resale.

By signing this document, I attest to the fact that I am improving this house for my own use and am not building or improving this house for the purpose of reselling it. I hereby claim to be exempt from the state licensing requirements because I am not in the business of building or remodeling on speculation or for resale and that the house for which I am applying for this permit, located at:

_____
Property Address

Mound, is the only residential structure I have built or improved in the past 24 months.

Furthermore, I acknowledge that I may be hiring independent contractors to perform certain aspects of the construction or improvement of this house 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 Minn. Stat. §326B.082, subd. 16 and can also result in a fine of up to $10,000. I further state that I understand that the filing of a false statement with the City of Mound may also result in criminal prosecution and/or civil penalties pursuant to applicable city ordinances and/or state statutes.

I have also been informed and acknowledge that by listing myself as the contractor for this project, I alone will be responsible to the City of Mound for compliance with all applicable building codes and city ordinances in connection with the work being performed on this property. **I also understand that if I hire an unlicensed contractor, my only recourse in the event I have a dispute with my contractor will be to pursue private civil action (lawsuit) against the contractor, and that even if I am successful in a lawsuit, I will not be able to make a claim for compensation from the Contractor Recovery Fund, the state's consumer protection program for licensed contractors.**

_____ _____
Signature Date

For questions or information on contractor licensing, or to check the licensing status and enforcement history of a particular contractor, call the Minnesota Department of Labor and Industry, Construction Codes and Licensing Division, at (651) 284-5069 or 1-800-657-3944, or visit their web site at: www.dli.mn.gov/CCLD/RBC.