



EGRESS WINDOW REQUIREMENTS

Building permits are required to install egress windows. Egress windows are required in every room used for sleeping purposes (bedrooms) as well as in basements. If you are constructing a new home, the code requires that you put an egress window in each bedroom. It also requires an egress window in the basement. If you install a bedroom in the basement, an egress window is required in each bedroom.

If you have an existing home and you add a sleeping room in an unfinished basement, the code requires that you install an egress window in each sleeping room. Likewise, if you create habitable space in your basement, other than a bedroom, and you currently do not have an egress window, the code requires you to install one as part of the installation of the habitable room.

Building permit fees are based on square footage and are designed to cover the cost of the plan review and the field inspections performed during construction. An estimate of the permit fees (based on square footage) may be obtained by contacting the Building Inspection Department at 952-442-7520 or 888-446-1801 or E-mail info@mnspect.com if you have questions.

Submittal Information

To expedite the permit process, please ensure that all of the following information is submitted at the time of your application.

- A signed, completed building permit application
- Two (2) copies of plans showing proposed design including:**
 - Floor plan indicating proposed design and materials
 - Indication of room use (i.e. bathroom, bedroom, laundry, family room)
 - Existing/Proposed size of opening for window
 - Required installation of Smoke Detectors & Carbon Monoxide Detectors (see general requirements)

After you have all above items assembled, you may submit your application packet to City Hall. Please make sure all listed items are included and marked on your submittal documents, this helps to ensure effective and timely turnaround time.

1. The Permit Card, approved Plan, and Survey must be kept on the job site and must be present at time of inspections.
2. The Permit Card shall be posted and protected from the weather.
3. Address must be posted on the construction site, and must be visible from the street.

Required Inspections

1. Framing (when the window, header and all other framing is completed)
2. Final (after the window is in place, window well is done, and it is caulked and flashed)

To schedule an inspection please call **(952) 442-7520** or toll free **888-446-1801** between the hours of 8:00 a.m. and 4:30 p.m. Monday thru Friday.

GOPHER STATE ONE CALL: Call at least two full business days before you dig.
651-454-0002 or 800-252-1156 or 811 or www.gopherstateonecall.org

General Egress Window Building Requirements

Required installation of Smoke Detectors & Carbon Monoxide Detectors:

1. In dwelling units, a smoke detector shall be installed in each newly constructed sleeping room and at a point outside of each sleeping area in the immediate vicinity of the bedrooms. A smoke detector shall be installed on each story, including the basement. A Carbon Monoxide Detector will be required = 10 feet away from sleeping rooms.
2. When interior alterations, repairs or additions requiring a permit occur, or when one or more sleeping rooms are added or created, smoke detectors shall be installed throughout the existing dwelling unit as required for new dwellings. The smoke detectors shall be interconnected and hard wired. (Exception: When alterations/repairs do not result in the removal of interior walls or ceiling finish, unless there is an attic, crawl space, or basement available that could provide access, or work on the exterior that does not require entry into the interior for inspection.)
 - a. One smoke detector shall be installed in each sleeping room.
 - b. One smoke detector shall be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms.
 - c. A smoke detector shall be installed on each story and in the basement.
 - d. In dwellings where a story or basement is split into two or more levels the smoke detector shall be installed on the upper level. (Exception: when the lower level contains a sleeping area, or is separated by a door, a detector shall be installed on each level.)
3. An egress window is required in every bedroom and in basements when habitable space is first added or habitable space is expanded. If an egress window is installed in a basement bedroom, an additional egress window is not required in the balance of the basement unless there are additional bedrooms. Therefore, each sleeping room must have at least one escape window with the following dimensions:
 - a. Width – 20” minimum clear opening
 - b. Height – 24” minimum clear opening
 - c. Total openable area – 5.7 square feet minimum (Exception – grade floor openings shall have a minimum net clear opening of 5 square feet.)
 - d. Sill height – not more than 44” above the finished floor
 - e. Egress Path - under decks, overhangs, etc. must have a minimum 36” clearance above grade
4. Bars, grills, covers, screens, or similar devices are permitted to be placed over emergency escape or rescue window wells, provided they are releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation or escape or rescue opening.

*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. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the City 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 or visit their website at <http://www.doli.state.mn.us>.

Note: *The aforementioned criterion represents general code requirements relative to egress windows. For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: info@mnspect.com.*

Min. Egress Window Height & Width Requirements For 5.7 sq. ft.

Width	20.00	20.50	21.00	21.50	22.00	22.50	23.00	23.50	24.00	24.50	25.00	25.50	26.00	26.50	27.00	27.50	28.00	28.50	29.00	29.50	30.00	30.50	31.00	31.50	32.00	32.50	33.00	33.50	34.00
Height	41.00	40.00	39.25	38.25	37.50	36.50	35.75	35.00	34.25	33.50	33.00	32.25	31.75	31.00	30.50	30.00	29.50	29.00	28.50	28.00	27.50	27.00	26.50	26.25	25.75	25.50	25.00	24.50	24.00

Min. Egress Window Height & Width Requirements For 5.0 sq. ft.

Width	20.00	20.50	21.00	21.50	22.00	22.50	23.00	23.50	24.00	24.50	25.00	25.50	26.00	26.50	27.00	27.50	28.00	28.50	29.00	29.50	30.00	30.50	31.00	31.50	32.00	32.50	33.00	30.00	24.00
Height	36.00	35.25	34.50	33.50	32.75	32.00	31.50	30.75	30.00	29.50	29.00	28.25	27.75	27.25	26.75	26.25	25.75	25.50	25.00	24.50	24.00	23.50	23.00	22.50	22.00	21.50	21.00	20.50	20.00

All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet.

Exception follows.

Exception: Grade floor openings shall have a minimum net clear opening of 5 square feet.

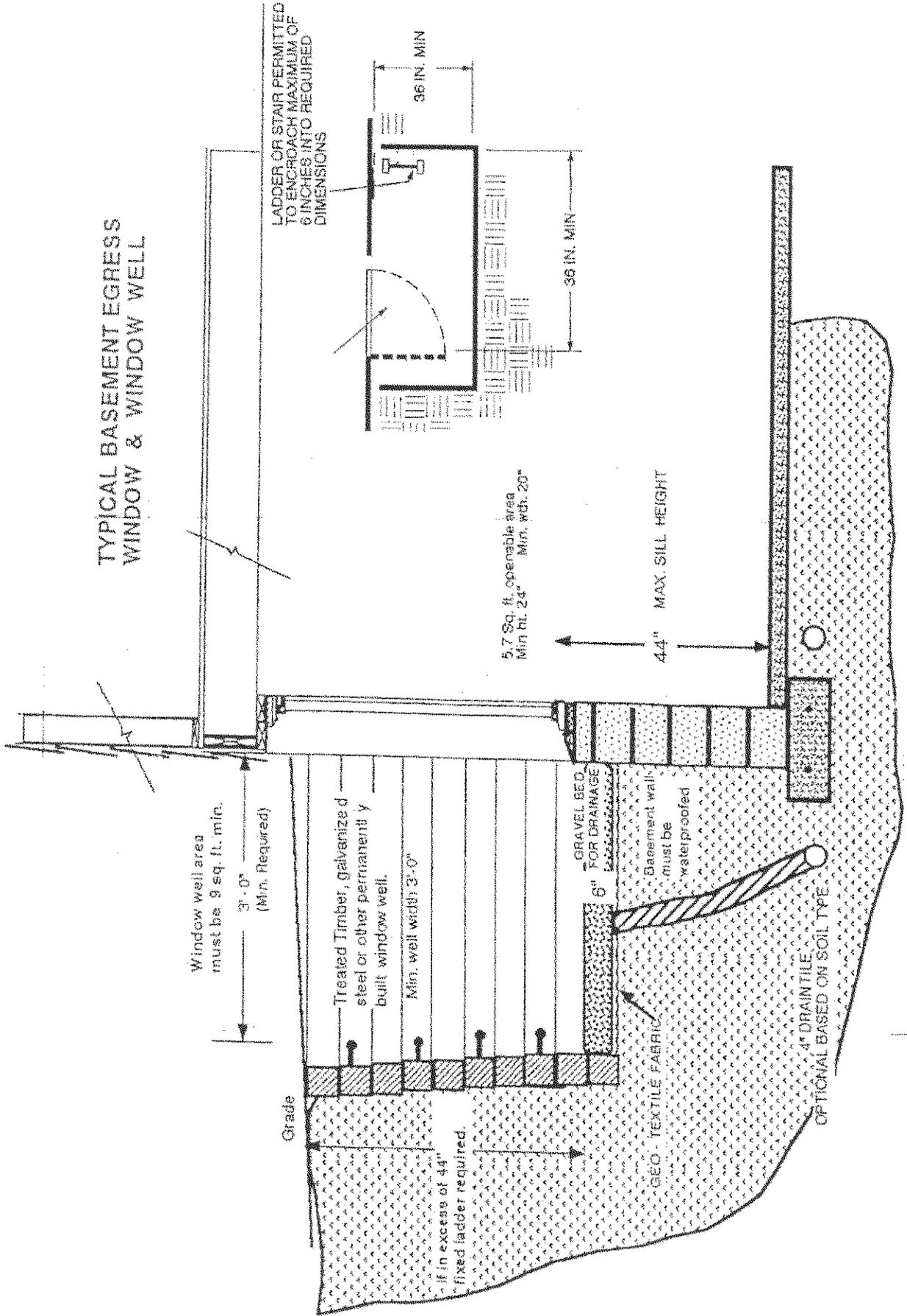
Grade floor opening is a window or other opening located such that the sill height of the opening is not more than 44 inches above or below the finished ground level adjacent to the opening.

Basement egress windows present an added challenge. Besides the height, width and overall square-footage requirements that the window must meet, there are certain requirements for the window well surrounding the window.

Window wells must:

- Allow the rescue window opening to be fully opened.
- Provide 9 sq. ft. of "floor area," with a minimum dimension of 36" in width and in length.
- Contain a permanently affixed ladder or steps for climbing out if the window well depth exceeds 44". The ladder must be at least 12" wide and project no less than 3" from the window well. It can't be obstructed by the open window or encroach on the required window well dimensions by more than 6"

TYPICAL BASEMENT EGRESS WINDOW & WINDOW WELL





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:	<input type="checkbox"/> New Construction	<input type="checkbox"/> Deck	<input type="checkbox"/> Re-Roof
<input type="checkbox"/> Commercial <input type="checkbox"/> Residential	<input type="checkbox"/> Change of Use	<input type="checkbox"/> Pool	<input type="checkbox"/> Re-Side
EST. VALUATION OF WORK	<input type="checkbox"/> Finish Basement	<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Shed _____
\$ _____	<input type="checkbox"/> Remodel	<input type="checkbox"/> Porch	<input type="checkbox"/> Window/Door Replacement
Square feet: _____	<input type="checkbox"/> Addition	<input type="checkbox"/> Demolition	# being replaced _____
	<input type="checkbox"/> Garage-Attached/Detach	<input type="checkbox"/> Misc Other	<input type="checkbox"/> Misc Other
Detailed Description of Work:	<input type="checkbox"/> 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

OCCUP. TYPE:	CONST. TYPE:	CODE:	BLDG SPRINKLED Yes / No		
VALUATION: \$			COPIED		APPROVED
Permit Fee: \$ _____			ZONING		
Plan Review Fee: \$ _____			CITY ENG/DPW		
State Surcharge: \$ _____			PUBLIC WORKS		
Site Inspection Fee: \$ _____				UTIL	TAX
S.E.C. Fee: \$ _____					OTHER
Investigation fee / Other Fee: \$ _____			ASSESSING/UTIL BILL		
Copy Charge (\$.25 per 8.5 x11 page) \$ _____			BUILDING OFFICIAL		
License Check (\$5) / Lead Check (\$5) \$ _____					
Sub Total \$					

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.

OFFICE USE ONLY