



ADDITIONS TO EXISTING HOME

Building Department

507-437-9950/Fax: 507-437-7101

City of Austin

500 4th Avenue NE

Austin, Minnesota 55912-3773

PERMIT REQUIREMENTS: A building permit is required for any alteration or addition to any existing building or structure. I.R.C. R105

This permit may be applied for at the Austin Building Department.

You may apply for your permit at the Austin Building Department. The following information must be provided at the time of permit application:

1. **Provide plans, specifications, and calculations for review prior to construction.**
Other information may be requested by the Building Department after reviewing project plans.
2. Please provide the following information on the attached plot plan:
 - a. **Plans drawn to scale shall include: floor plan, foundation plan, wall sectional from footing to roof, joist size and spacing, header beam sizes, roof framing, window numbers, wall framing and insulation details**
 - b. Legal description (may be obtained from real estate tax statement).
 - c. Dimensions of the lot and north arrow.
 - d. Location and dimensions of all existing buildings on the lot.
 - f. Location and dimensions of the proposed building or construction.
 - g. Approximate dimensions of building setbacks for existing and proposed buildings.
 - h. Utility easements.

The City Building Official and/or Planning Administrator may require the owner of the property for which a building project is proposed to provide a certified survey of the property and the establishment of lot lines by a certified surveyor, for the enforcement of any provisions of this ordinance.

3. If you are using a contractor, you must provide us with his or her Minnesota State License number. Building permits can not be issued without this information.
4. Provide total square footage of project.
5. Provide names of plumbing and heating contractors at time of permit application.
6. All permit applications are to be signed by applicant or authorized agent.
7. Payment of fees to the City Clerk is to be made at time of permit application.

NOTE: The receipt you receive upon payment for the building permit application is NOT your permit to build. Permit application must be made 7-10 days before project is scheduled to begin. Your permit card will be mailed to you after approval by the Building Official. **No work shall be started without prior approval by the Building Official, or until you receive your permit in the mail.**

Call Gopher State One at 1-800-252-1166 to identify utility locations prior to digging!

ELECTRICAL: Applicant must contact Scott Higgins, MN State Electrical Inspector, at 507-433-9788 for electrical permits and inspections.

SMOKE ALARMS: When interior alterations, repairs or additions requiring a permit occur, or when one or more sleeping rooms are or created in existing dwellings, the individual dwelling unit shall be provided with smoke alarms located as required for new dwellings; the smoke alarms shall be interconnected and hardwired.

Exceptions: Smoke alarms in existing areas shall not be required to be interconnected and hardwired where the alterations or repairs do not result in the removal of interior wall or ceiling

finishes exposing the structure, unless there is a crawl space or basement available which could provide access for hardwiring and interconnection without the removal of interior finishes.

REQUIRED INSPECTIONS: Please contact the Austin Building Department at 437-9950 to schedule inspections. Prior notice of 24 hours is encouraged to insure an appointment.

1. A **footing inspection** is required after excavation is complete and the form work and reinforcement is in place. This inspection must be done before the concrete is poured.
2. A **foundation wall inspection** is required after forms and re-bar are in place but before concrete is poured.
3. An **underground plumbing and heating inspection** is required before the basement floor or structural concrete slab is poured.
4. An **above floor plumbing and heating inspection** is required before installing wallboard or insulation.
5. A **framing inspection** is required after roof is on and all framing, fire blocking, bracing, chimneys, vents, and pipes are in place, and the rough-in wiring, plumbing, and heating has been approved.
6. A **final inspection** is required when grading is finished and building has been completed.

PLOT PLAN

ADDRESS: _____

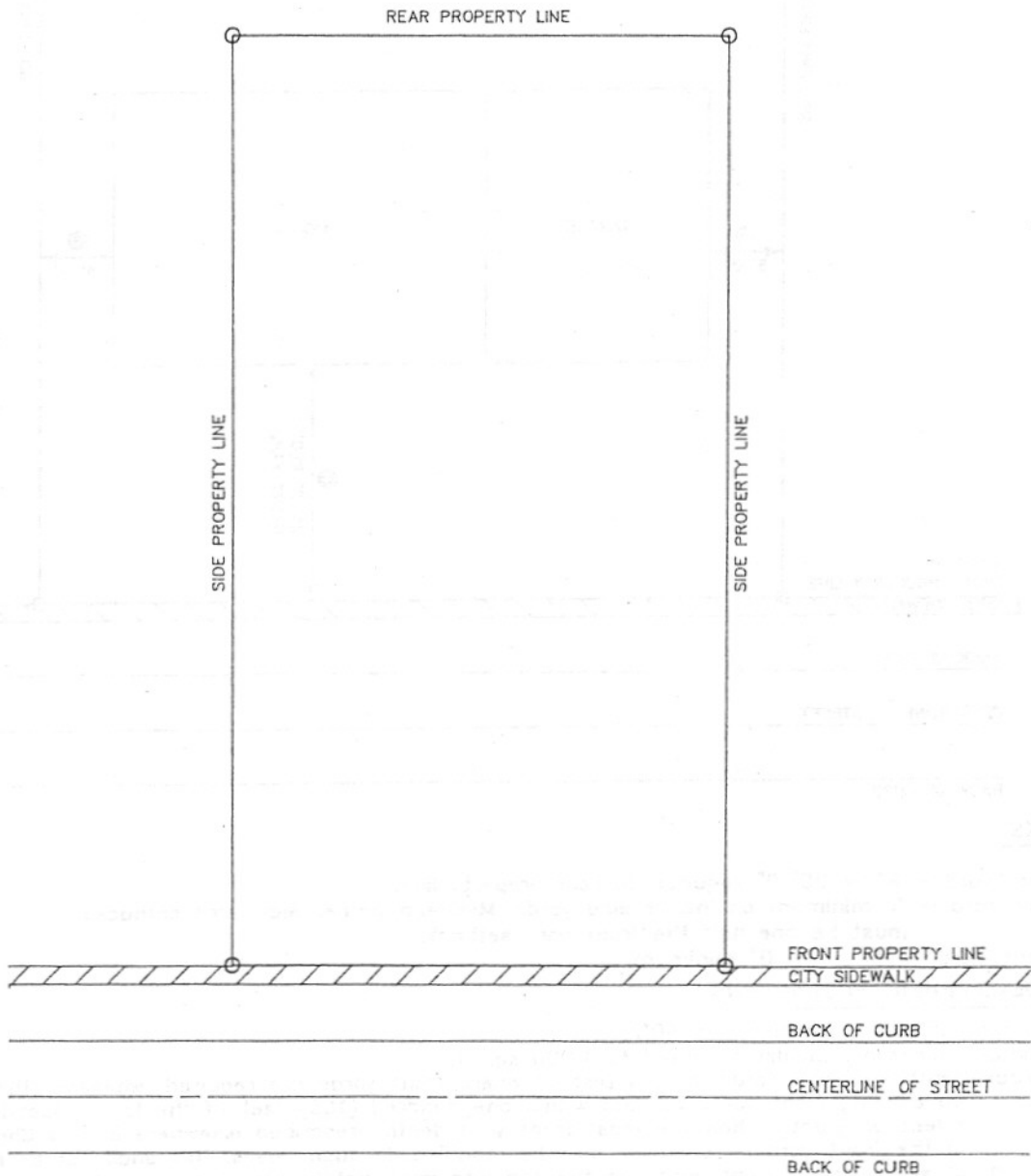
LEGAL DESCRIPTION: LOT _____ BLOCK _____ ADDITION _____

SITE AREA _____ SQ. FT. AREA OF SITE OCCUPIED BY BUILDINGS _____ SQ. FT.

INSTRUCTIONS TO APPLICANT:

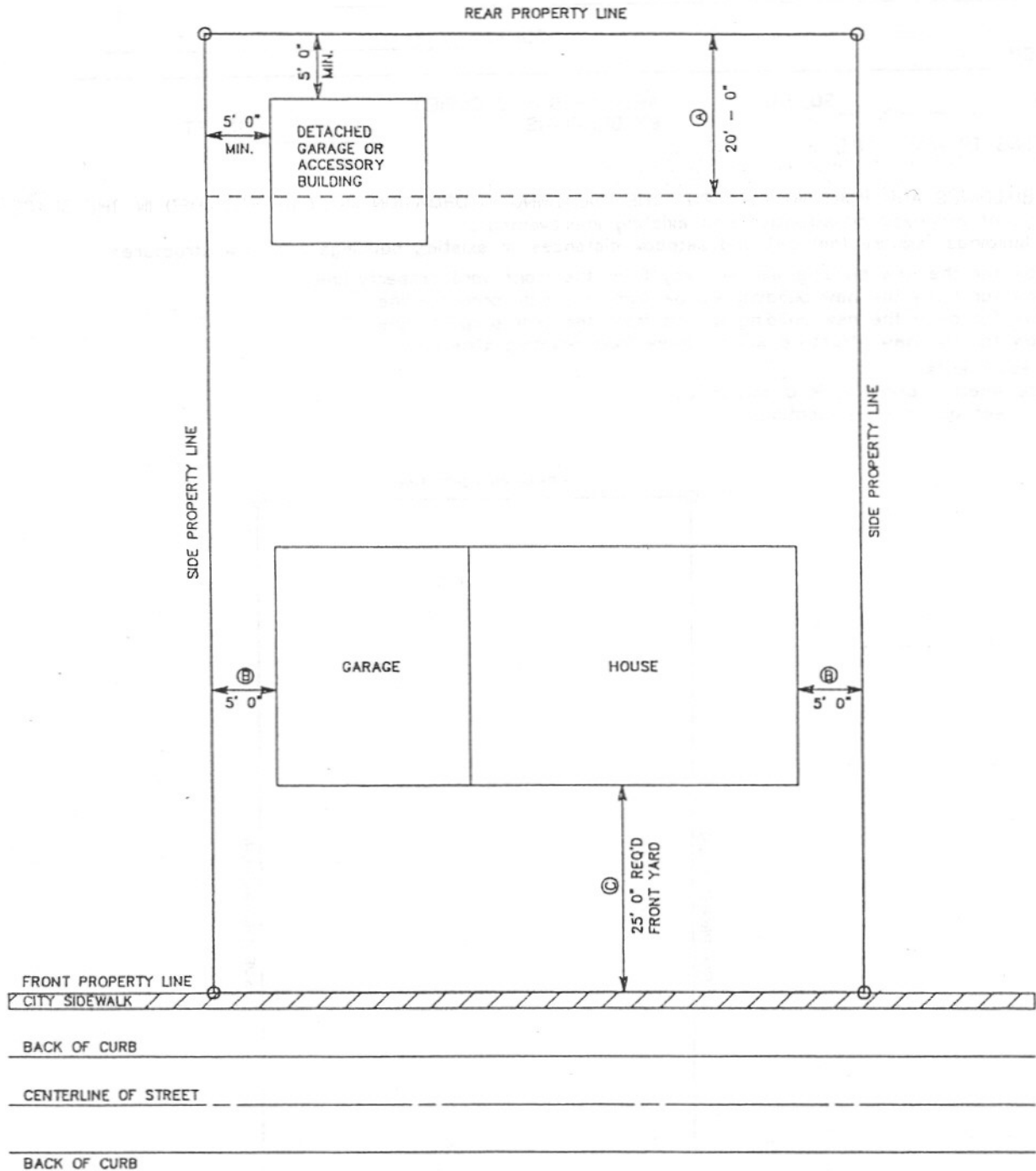
FOR NEW BUILDINGS AND BUILDING ADDITIONS THE FOLLOWING INFORMATION MUST BE PROVIDED IN THE SPACE BELOW:

- 1) Location of proposed construction and existing improvements.
- 2) Show buildings (square footage) and setback distances of existing buildings and new structures.
 - a) How far the new building will be away from the front yard property line.
 - b) How far away the new building will be from the side property line.
 - c) How far away the new building will be from the rear property line.
 - d) How far the new structure will be away from existing structure.
- 3) Show easements.
- 4) Indicate whether property is a corner lot.
- 5) Show street and avenue location.



SIGNATURE OF OWNER OR AUTHORIZED REPRESENTATIVE: _____

RESIDENTIAL MINIMUM REQUIRED YARD SETBACKS



SETBACKS

- "A" Rear Yard - R1 = 20' 0" required to rear property line.
- "B" Side Yard - 5' minimum on interior side yards. Minimum corner side yard setbacks must be one half the front yard setback.
- "C" Front Yard - R1 - 25' 0" minimum.

OTHER DEVELOPMENT RESTRICTIONS

- Maximum structure lot coverage 40%
- Maximum accessory buildings limited to 1,000 sq. ft.
- Average Depth of Front Yards. In any District where front yards are required, whenever the average depth of at least two existing front yards on lots within one hundred (100) feet of the lot in question and within the same block is less or greater than the least front yard depth prescribed elsewhere in this Chapter, the required depth of the front yard on such lot may be modified. In such cases, this shall not be less than the average depth of said existing front yards on the two lots immediately adjoining or in the case of a corner lot, the depth of the front yard on the lot immediately adjoining.