

RESIDENTIAL RESIDE

Building permit information for one- or two-family dwellings and townhomes.

Permit Fees

- Reside only = \$61.00
- Reside & re-roof = \$76.00
- Reside & replacement windows and/or doors = \$76.00
- Reside, re-roof & replacement windows and/or doors = \$136.00
 - All fees include the \$1.00 Minnesota State Surcharge.
 - **Contractors must add an additional \$5.00 license check fee to each permit.**
 - Applicants must be licensed as a residential contractor, specialty contractor or homeowner.

Inspection Information

- It is the responsibility of the person doing the work to schedule ALL the required inspections.
 - Call 255-7238, 8:00 a.m. to 4:30 p.m. to arrange an inspection at least one business day in advance.
 - Inspection appointments are scheduled on a first-come first-serve basis, and there is no guarantee that you can get an inspection within 24 hours of calling.
 - Inspections are available from 9:00 a.m. to 11:30 a.m. and 1:30 p.m. to 3:30 p.m. Monday through Friday.
 - Permits are considered expired when work has been suspended or abandoned for over 6 months. A building inspection is required at least every 6 months to allow the Building Safety Department to verify that work is progressing. If an inspection is not completed and the 6 month timeline has lapsed, the permit will be considered to be expired, closed without the required inspections approved, and a new permit will be required to finish the project.
 - When needed, a one-time extension may be requested in **writing**.

Required Inspections

1. **Tear-off inspection.** The tear-off inspection is required when the existing siding is torn off and after at least a portion of the weather resistive barrier is installed.
 - This inspection is to verify the condition of the sheathing and that all windows and exterior openings are properly flashed.
 - This inspection is NOT required if you are installing the new siding over the existing siding.
 - If your project is being done in sections, call for your tear-off inspection for the first section and the inspector will determine at that time if additional inspections are required for each section.
 - If the tear-off is being done on a weekend, you may take pictures of the tear-off (be sure your pictures include some identifying features of the home you are residing) and submit these to the building inspector at the time of the scheduled final inspection.
 - Pictures in lieu of a tear-off inspection are allowed for **weekend work only**.
 - Pictures are not required to be printed, they can be made available for the inspector to see on a phone, camera, computer, etc. or emailed to: building.scheduling@ci.stcloud.mn.us.
2. **Electrical inspection.** The electrical inspection is required after all exterior outlets, lights or service location work is done and **PRIOR** to the final building inspection. See "Electrical Permits and Inspections" portion of handout for more information.
3. **Final building inspection.** The final inspection is required when the siding project is completed.

Electrical Permits and Inspections

- A separate electrical permit is required for the re-installation of existing or installation of new devices (including, but not limited to: luminaires, receptable outlets, air conditioner disconnect switches, utility load-shedding devices, telephone and television utility boxes, and cables).
 - Electrical work must be completed, and the permit obtained by a State-Licensed Electrical Contractor.
 - Exception: A homeowner with the necessary knowledge and experience and who will personally and physically perform the associated electrical work can complete the work and obtain the permit. This only applies to the owners of single-family dwellings that they own and occupy, and is not a licensed rental or daycare.
 - State-Licensed Residential Contractors **CANNOT** perform any electrical work, this includes temporary wiring.

Tear-off or Overlay of Existing Siding

- Tear-off of the existing wall coverings is required where any of the following occur:
 - The existing wall covering is water soaked or has deteriorated to the point that the existing wall covering is not adequate as a base for additional siding.
 - Where the existing wall has two or more applications of any type of wall covering.

HVAC Intakes and/or Vents

- Covers for HVAC intakes and/or vents on exterior walls must be replaced with the same type of cover that was removed (damper/flapper, screened, etc.).
 - Installing the wrong type of cover can result in carbon monoxide building up within the house.

Wall Sheathing

- The condition of the wall sheathing shall be checked after removal of the old siding. Damaged sheathing shall be replaced. The extent of the damage will determine if other items (studs, insulation) will need to be replaced or repaired.

Water-Resistive Barrier

(R703.2)

- One layer of No. 15 asphalt felt paper, free from holes and breaks, complying with ASTM D 226 for type 1 felt or other approved water-resistive barrier shall be applied over studs or sheathing of all exterior walls.
 - Shall be applied horizontally, with the upper layer lapped over lower layer not less than 2 inches.
 - Shall overlap the flashings required in MRC section R703.4 not less than 2 inches.
 - Where joints occur in the water-resistive barrier, the joints shall be lapped not less than 6 inches.
 - Shall be continuous up to the underside of the rafter or truss top chord and terminated at penetrations and building appendages in a manner to meet the requirements of the exterior wall envelope per MRC section R703.1.

Exterior Penetrations

- All penetrations in the siding such as electrical lines, heating and plumbing pipes, cable lines, telephone lines and other penetrations shall be sealed. All J-channel shall be caulked between the window (or door, etc.) trim and the J-channel.

Other

- The manufacturer's installation instructions shall be followed when installing the product (these specifications shall include the attachment and frequency of fasteners). Keep these instructions available on-site for the inspector to review.

Flashing

(R703.4 & R903.2.1)

- Approved corrosion-resistant flashing shall be applied in single-fashion in such a manner as to prevent entry of water into the wall cavity or penetration of water to the building structural framing components. Self-adhered membranes used as flashing shall comply with AAMA 711. Fluid-applied membranes used as a flashing in exterior walls shall comply with AAMA 714. The flashing shall extend to the surface of the exterior wall finish. Approved corrosion-resistant flashing shall be installed at all the following locations:
 - Exterior window and door openings. Flashing shall be installed at the head and sides of exterior window and door openings and shall extend to the surface of the exterior wall finish or to the water-resistive barrier for subsequent drainage.
 - At the intersection of chimneys or other masonry construction with frame or stucco walls, with projecting lips on both sides under stucco copings.
 - Under and at the ends of masonry, wood or metal copings and sills.
 - Continuously above all projecting wood trim.
 - Where exterior porches, decks or stairs attach to a wall or floor assembly of wood-frame construction.
 - At wall and roof intersections, at built-in gutters & where exterior material meets in other than a vertical line.
 - Where the lower portion of a sloped roof stops within the plane of an intersecting wall cladding in such a manner as to divert water away from the assembly per section R903.2.1.
 - At the intersection of the foundation and rim joist framing when the exterior wall covering does not lap the foundation insulation.
- Kick-out flashing is required when simultaneously re-siding and re-roofing existing buildings and structures.
 - A kick-out flashing shall be installed to divert the water away from where the eave of a sloped roof intersects a vertical sidewall. The kick-out flashing on the roof shall be a minimum of 2-1/2" long. Where flashing is of metal, the metal shall be corrosion-resistant with a thickness of not less than 0.019", No. 26 galvanized sheet).

The information in this handout is just an overview. See the 2020 Minnesota Residential Code for complete information.