

Remodel and Alterations



Brooklyn Park City Hall
5200 85th Avenue North
Brooklyn Park, MN 55443

Visit our Website

Building Inspections Division
www-w.brooklynpark.org/building-permits-and-inspections

www.brooklynpark.org

Contact a Building Inspector or
Schedule an Inspection
763-488-6379

Scan to apply for a permit.



If you need this information in another language or format or disability accommodations, email access@brooklynpark.org or call 763-424-8000.

Si usted necesita esta información en español: 763-424-8000

Yog xav tau kev pab, thov hu rau 763-424-8000 lawv mam li nrhiav ib tus neeg txhais lus rau koj

Permits:

Residential remodeling and alterations requires a permit. This includes bathtub and shower replacements. There are certain types of work that do not require a permit such as painting, flooring, cabinets, and countertops.

Kitchen remodels where new cabinets and countertops are installed may still require plumbing and electrical permits. Please consult with the building inspections division for clarification prior to starting any work.

Construction documents required:

Plans drawn to scale shall include:

- Floor plan:
 - Include a drawing of the existing floor plan and the proposed floor plan.
 - Show existing walls, door/window openings, exterior wall insulation, etc.
 - Indicate walls to be removed or altered (load bearing walls may require engineering).
 - Show location of new walls, rooms, door/window openings, etc.
- The existing floor plan and proposed floor plan must indicate the use of the rooms (i.e., bedroom, family room, bathroom, etc.).

Things to consider when drawing/planning your remodel or alteration:

- **Smoke alarms** are required on all levels of the house and in all sleeping rooms. Smoke alarms are to be hardwired and interconnected. Smoke alarms in existing areas are not required to be interconnected and hardwired if interior wall or ceiling finishes are not removed unless they are accessible (**R314**). *Note: You will be required to update your home to the current code.*
- **Carbon monoxide alarms** are required outside and not more than ten feet from each sleeping room, on each level of the house containing sleeping rooms (**R315**). *Note: You will be required to update your home to the current code.*
- **Minimum room sizes (R304)**
 - Habitable rooms shall have a floor area of not less than 70 square feet.
 - Habitable rooms shall be not less than 7 feet in any horizontal dimension.
 - Kitchens are exempt from the minimum floor area and dimensions.
- **Stairway clearances (R311)**
 - 3'-0" minimum width for hallways & stairways.
 - 3'-0" minimum landing at top and bottom of stairs and at all exterior doors.

This guide is not intended nor shall be considered to cover all requirements of the Minnesota State Building Code or city ordinances.

- **Ceiling height requirements (R305 & R311)**
 - 7'-0" ceiling height minimum in habitable rooms (living, sleeping, eating, cooking or halls).
 - 6'-4" ceiling height minimum in existing basements, including beams, girders, ducts, or other obstructions.
 - 6'-8" ceiling height in bathrooms and stairways.
- **Emergency escape and rescue openings (R310)**
 - Each sleeping room shall have one emergency escape and rescue window or door.
- **Safety glazing (R308)**
 - Glazing (glass) in doors, windows, showers, and bathtubs may require safety glazing. Consult with the Building inspections division to learn more.
- **Guards (R312)**
 - Guards shall be located along the open sides of floors, stairs, ramps, and landings that are located more than 30 inches measured vertically to the floor or grade below.
- **Bathroom**
 - Each toilet shall be centered in a clear space of not less than 30 inches in width and have a clear space in front of the water closet of not less than 24 inches.
 - Shower/bath control valves shall be provided with an anti-scald device in accordance with ASSE 1016 or A112.18.1 (**P 408.3**).
 - Bathrooms shall be provided with an outdoor opening for ventilation or an exhaust fan venting to the outside. Exhaust ducts must be insulated (minimum R-3) for three feet from the exterior wall (**MN Energy Code R403.2.1**).

Scan to schedule an inspection.



Inspections:

1. **Framing-** Shall be inspected after rough-in inspections for plumbing, mechanical, electrical and fireplace (if applicable) have been approved.
2. **Insulation-** Shall be inspected once insulation and vapor barrier are installed, but prior to covering.
3. **Building Final:** Shall be inspected after plumbing, mechanical, electrical, and fireplace (if applicable) final inspections have been approved.

General Notes:

- Separate permits for plumbing, mechanical, electrical, are required.
- Rough-in inspections for plumbing, mechanical, electrical systems, and fireplaces shall occur before covering or concealment.
- Electrical permits are administered by the State of Minnesota Board of Electricity. Visit dli.mn.gov/workers/homeowners to obtain an electrical permit or other additional information.
- If your remodel or alteration does not follow the approved plan after the permit has been issued, revised plans shall be submitted to the city for review. Your project cannot proceed until the revised plans have been approved.
- See our website for additional resources and guidance.