



# COMMUNITY DEVELOPMENT DIVISION

## Building Inspections Department

GOVERNMENT CENTER • 200 FOURTH AVENUE WEST • SHAKOPEE, MN 55379-1220  
(952) 496-8475 • Fax (952) 496-8496 • Web <http://www.co.scott.mn.us>

## PORCH

### (SCREENED OR 3 SEASON)

#### GENERAL INFORMATION

1. Signed, completed building permit application form from your Township/City Clerk.
2. A Compliance Inspection for the existing septic system, if required (contact the Environmental Health Department at 952-496-8475 for more information).
3. Two (2) site surveys (lots under 10 acres) or two (2) plot plans (for lots 10 acres and over).
4. Provide an updated plot plan of your property showing all property lines, existing buildings and dimensions, setbacks, wells, septic tank and drainfield locations, and proposed deck location with setbacks. New footings and foundations must be a minimum of 10' from septic tanks and a minimum of 20' from drainfields. A sample plot plan is available from the Scott County Planning Department.
5. Submit two copies of plans showing proposed designs and materials. Plans shall be drawn to scale and shall include the following information.

#### **Floor plan indicating the following:**

- Proposed porch size.
- Size and spacing of floor joists.
- Size of decking.
- Size, location and spacing of posts.
- Size of headers.
- Size and spacing of roof rafters.

#### **A cross-section view indicating the following:**

- Diameter and depth of footings.
- Size of posts.
- Header size supporting floor joists.
- Floor joist size and spacing.
- Flooring material.
- Guardrail height (if any).
- Ceiling height.
- Header size over glazed and screened openings.

- Type(s) of sheathing and siding materials.
- Size and spacing of roof rafters and pitch of roof.
- Attachment to house detail.

**Elevations indicating the following:**

- Height of structure from established grade.
- Size of headers.
- Type of roof covering material.

**Attached are examples of drawings, which are intended as GUIDE ONLY!!**

## GENERAL BUILDING CODE REQUIREMENTS

- Footings shall be designed and constructed below frost depth (42" minimum).
- Approved wood of natural resistance to decay or treated wood shall be used.
- A guardrail not less than 36" in height shall protect porches that are more than 30" above grade. Open guardrails and stair railings shall have horizontal, vertical or diagonal rails such that a sphere 4" in diameter cannot pass through.
- Floor joist spaced at 24" on center requires 2" minimum decking and floor joist spaced at 16".
- On center requires 5/4" minimum decking.
- Stairway handrails shall be 34" to 36" in height measured vertically from the nosing of the treads.

**NOTE:** The above represent general code requirements relative to porch construction. For specific code requirements, please contact the Building Inspection Department at 952-496-8475. **ALL ELECTRICAL PERMIT NEEDS TO BE OBTAINED FROM THE STATE BOARD OF ELECTRICITY.**

Permit Approval: A building permit for a screened or 3 season porch will not be issued, and work should not begin until it has been approved by Planning, Inspections, and Environmental Health Departments. Failure to provide all of the information above will delay or prevent permit approval. After a preliminary review, **ADDITIONAL INFORMATION MAY BE REQUIRED.** After we have received all of the items listed above, **please allow 10-15 working days for your building permit application to be processed.**

## REQUIRED INSPECTIONS

**Footings:** After the holes are dug, but **PRIOR TO POURING CONCRETE!!**

**Framing:** After all framing, plumbing and duct work are in place and the rough electrical has been inspected.

**Insulation**

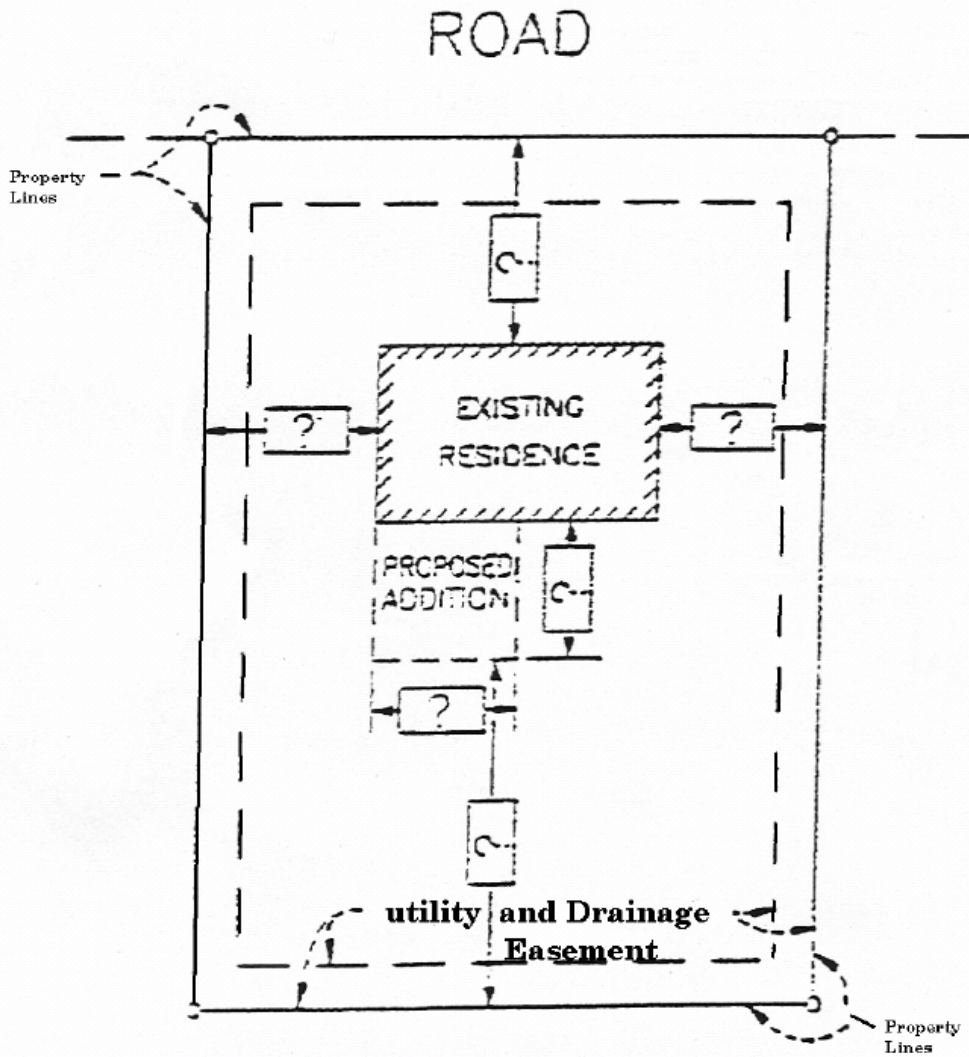
**Final:** When the structure has been completed.

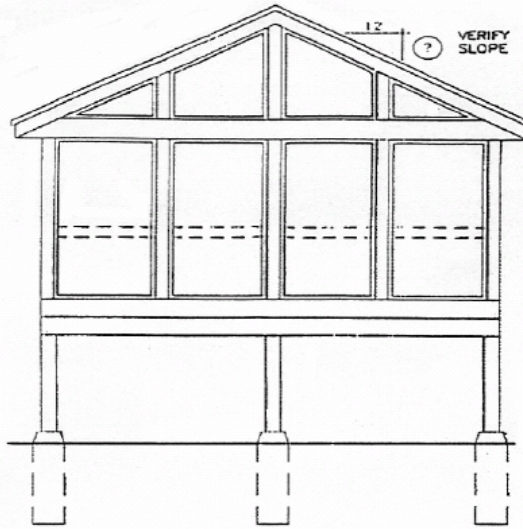
## GENERAL NOTES

- The stamped, approved plans and survey shall be kept on the job site until the final inspection has been made.
- The Inspection Record Card shall be placed on the outside exterior wall near the deck and shall remain posted until the final inspection has been made. Cards should be protected from the weather.
- Call 952-496-8475 between 8:00 a.m. and 4:30 p.m. to arrange for an inspection.
- Prior to digging, call Gopher Services at 651-454-0002 to verify utility locations. A 48-hour notice is required, excluding weekends and holidays.

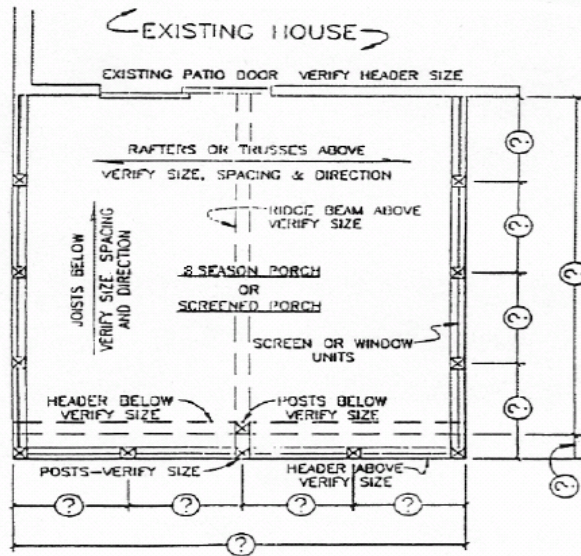
**PLEASE ALLOW 24 HOURS' NOTICE FOR ALL INSPECTIONS!**

# Plot Map

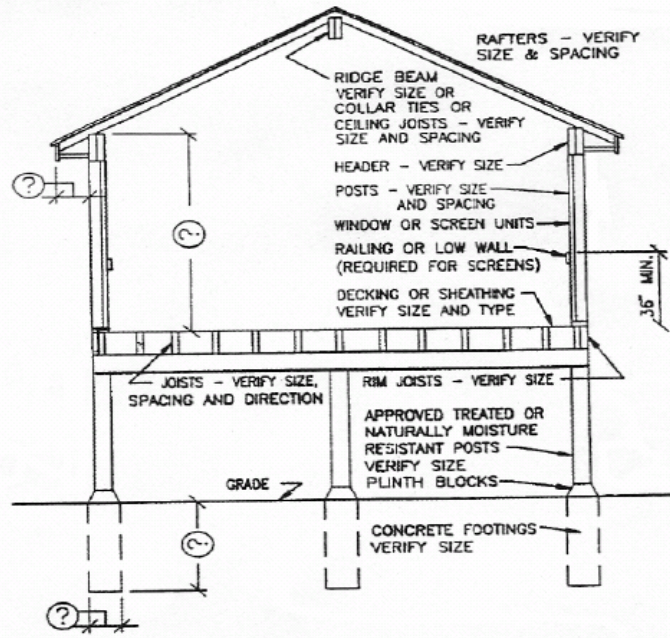




FRONT ELEVATION



FLOOR PLAN - 1/4" = 1'-0"



CROSS SECTION 1/4" = 1'-0"

