



CITY OF SPRING LAKE PARK

Code Enforcement Division

1301 Eighty First Avenue Northeast

Spring Lake Park, Minnesota 55432

Ph: 763-784-6491 Fax: 763-792-7257

Website: www.slpmn.org

WINDOW & DOOR REPLACEMENTS

All governing codes and noted sections are based on the 2020 Minnesota Residential Code

Permit Application

A permit is required for installation of windows (full frame and inserts) and the total replacement of exterior doors. Provide the make/model and fenestration U-Factor rating for each style of window/door unit installed (Maximum U-Factor = .32) with the application. Changes to existing window opening sizes or new window installation will require submittal of plans/details of proposed framing of opening including materials proposed.

Smoke Detector (R314) and Carbon Monoxide Alarm (R315) requirements shall be met

When alterations, repairs (including installation or replacement of windows or doors) or additions requiring a permit occur, the individual dwelling unit shall be equipped with smoke and carbon monoxide alarms located as required for new dwellings. The smoke alarms shall be interconnected and hard wired. During remodeling, where alterations or repairs do not result in the removal of interior or ceiling finishes exposing the structure, battery operated alarms may be used (R314.5)

Smoke alarms shall be installed in each of the following locations:

- Within each sleeping room.
- Outside of each separate sleeping area in the immediate vicinity of the bedrooms.
- On each additional story of the dwelling, including basements but not including crawl spaces and uninhabitable attics.

Carbon Monoxide alarms shall be installed in the following locations:

One Carbon Monoxide Alarm shall be installed outside and not more than 10 feet from each separate sleeping area or bedroom on each level.

Inspections

Final inspection shall not be scheduled until all flashing, sealing, and insulation detail is verified. Verification may be completed by field inspection prior to concealing details or site-specific digital pictures, before detail is covered. "Site Specific" pictures must include:

1. Front of house (include address numbers).
2. Close-up pictures of each window/door pan flashing, insulation, and (exterior) flashing/sealing.
3. One picture of each exterior wall of the house in which windows/doors are being installed.

Pictures must clearly display that manufacturer's installation requirements have been met. Clear digital pictures must be directly e-mailed to the City at jbaker@slpmn.org with the site address in the subject line. Any changes in framing must also be field inspected. Bay window support details must either be field inspected or have "site specific" pictures submitted prior to final inspection.

All windows and doors shall be installed per the manufacturer's requirements. The manufacturer's installation instructions must be on site for all inspections.

R703.8 Flashing

Approved corrosion-resistant flashing shall be applied shingle-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. The flashing shall extend to the surface of the exterior wall finish. Approved corrosion-resistant flashing shall be installed at all of the following locations:

1. Exterior window and door openings. Flashing at exterior window and door openings shall extend to the surface of the exterior wall finish or to the water-resistive barrier for subsequent drainage.
 - a. Under and at the ends of masonry, wood, or metal copings and sills.
 - b. Continuously above all projecting trim.
 - c. Where exterior material (trim, brick-mould, etc.) intersects the siding in other than a vertical line.

R703.8.1 Pan Flashing of Windows and Doors (New windows and Doors Only)

A pan flashing shall be provided under all exterior windows and doors. Pan flashing shall be:

- a. sloped to drain water to the exterior surface of a weather-resistive barrier or flat with sealed back dam and side dams to prevent re-entry of water into the wall cavity or onto interior finishes, and
- b. Maintain the thermal envelope of the building. Pan flashing made from metal must be thermally isolated from interior surfaces.

R703.7.5 Flashing-Exterior Plaster/Masonry/Stucco Locations

Flashing shall be located beneath the first course of masonry above finished ground level above the foundation wall or slab and at other points of support, including structural floors, shelf angles and lintels when masonry veneers are designed in accordance with Section R703.7. See section 703.8 of the MN State Residential Code for additional requirements (also above).

Table R402.4.1.1 Air Barrier and Insulation Installation Criteria

Insulation shall be installed to maintain permanent contact with the underside of subfloor decking. The minimum R-value required under floors, including cantilevered floors (such as a bay window or bump-out area) is R-30. The air barrier shall be installed at any exposed edge of insulation. All breaks or joints in the air barrier must be sealed (Air Barrier: Material(s) assembled and joined together to provide a barrier to air leakage through the building envelope. It may be a single material or a combination of materials). The space between window/door jambs and framing shall be sealed. Air-permeable insulation shall not be used as a sealing material.

R402.4.3 Fenestration Air Leakage

Windows, skylights and sliding glass doors shall have an air infiltration rate of no more than 0.3 cubic feet per minute per square foot, and swinging doors no more than 0.5 cubic feet per minute per square foot. These items must be labeled by the manufacturer to meet the standards according to NFRC 400, or AAMA/WDMA/CSA 101/I.S.2/A440.

R310 Emergency Escape and Rescue Openings (windows in basements, habitable attics and sleeping rooms)

Refer to the City of Spring Lake Park "Emergency Escape & Rescue Openings" handout or Section R310 of the MN State Residential Code for requirements.

R308.4 Windows/Glass (Glazing) in Hazardous Locations.

Locations of windows and glass that are deemed to be located in a hazardous area, are required to be tempered safety glazing. Hazardous area are as follows:

1. Any glass within 24 inches of either side of a door and less than 60 inches from the floor surface, must be tempered safety glazed.
2. All glass within doors must be tempered safety glazed.
3. Glass within 18 inches of the walking surface and greater than 9 square feet for any single pane of glass must be tempered safety glazed.
4. Any glass that is less than 36 inches above the walking surface or stairway must be tempered safety glazed
5. Any glass less than 36 inches above the landing and within 5 feet of the bottom of a stairway interior or exterior, must be tempered safety glazed.
6. Any glass installed within bathrooms that are less than 5 feet high from the floor drain must be tempered safety glass.
7. Glass in a swimming pool or hot tub area that is less than 60 inches measured vertically above any standing or walking surface must be tempered safety glazed.

All glass that is tempered safety glazed must be etched in one corner of the glass pane indicating "tempered".

R308.6 Skylights and Sloped Glazing.

Skylights are defined as glass or other transparent or translucent glass material installed at a slope of 15 degrees or more from vertical. Materials permitted for glass are as follows:

1. Laminated glass with a minimum 0.015 inch polyvinyl butyral interlaced for glass panes 16 square feet or less in area located such that the highest point of the glass is not more than 12 feet above a walking surface.
2. Fully tempered glass.
3. Heat-strengthened glass.
4. Wired glass.
5. Approved rigid plastics.

R302.5.1 Opening Protection.

Any door leading from the home directly into a garage must be a minimum 1-3/8 inch solid wood door, 1-3/8 inch solid or honeycomb steel door or a 20-minute fire-rated door. Unless specialty fire glass, there should be no glass in the door.

R311.2 Egress door.

At least one egress door shall be provided for each *dwelling* unit. The egress door shall be side-hinged, and shall provide a minimum clear width of 32 inches when measured between the face of the door and the stop, with the door open 90 degrees. The minimum clear height of the door opening shall not be less than 78 inches in height measured from the top of the threshold to the bottom of the stop. Other doors shall not be required to comply with these minimum dimensions. Egress doors shall be readily openable from inside the dwelling without the use of a key or special knowledge or effort.

R612.3 Testing and labeling.

Exterior windows, sliding, and hinged doors shall be tested by an approved independent laboratory, and bear a label identifying manufacturer, performance characteristics and approval inspection agency to indicate compliance with AAMA/WDMA/CSA 101/I.S.2/A440.

R612.4 Garage doors.

Garage doors shall be tested in accordance with either ASTM E 330 or ANSI/DASMA 108, and shall meet the acceptance criteria of ANSI/DASMA 108.



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WINDOW & GLASS DOOR REPLACEMENT ADDENDUM To be completed in addition with Building Permit Application

DATE _____

SITE ADDRESS _____

OWNER _____ PHONE# _____

CONTRACTOR _____ PHONE# _____

ADDRESS _____ LICENSE# _____

Will existing rough-opening size be altered? Yes ___ No ___ If so, by how many _____ inches.

Will a new opening be installed? (If yes, provide header detail.) Yes ___ No ___

Residential (single & multi-family units): Number of total window replacements _____

Number of window replacements in sleeping area

a. Above ground _____

b. Below Ground * _____

Number of glass door units being replaced _____

* Must provide emergency egress window as required by section R310 of the 2015 Minnesota Residential Code (MRC).

The manufacturer's installation instructions must be on site for all inspections.

Provide Fenestration U-Factor Rating for each style of window/door unit being installed. Use NOTES section or a separate sheet if additional space is needed. (Maximum U-Factor = .32)

Smoke detector upgrade is required:

1. In each sleeping room.
2. Outside each separate sleeping area in the immediate vicinity of the bedrooms.
3. On each additional story including basements.

Smoke detectors installed under this permit can be battery operated.

Carbon Monoxide detectors are required within 10 feet of each bedroom.

I hereby certify that I have read and examined the information herein and that any information provided to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

 Signature of Contractor/Homeowner

 License Number

 Date



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BUILDING PERMIT APPLICATION

Job Address _____

Property Owner

Name _____

Address _____ Phone _____

Email _____

Contractor

Name _____

Address _____ Phone _____

Email _____

State License # _____ Exp. Date _____ Lead Cert. Date _____
dd/mm/yr dd/mm/yr

Applicant Same as Property Owner Contractor

Name _____

Address _____ Phone _____

Email _____

Type of Property

- Commercial Property
- Industrial Property
- Mobile Home Property
- Multi-Family Property
- Public Property
- Single Family Property

Type of Work

- Addition _____
- Alteration _____
- Accessory < 200 Sq. Ft. _____
- Basement Finish _____
- Concrete Work _____
- Deck _____
- Demolition _____
- Door Replacement _____
- Dumpster Enclosure _____
- Egress Window _____
- Gypsum Board _____
- Insulation _____
- Masonry Work _____
- Mobile Home _____
- New _____
- Pool _____
- Remodel _____
- Repair _____
- Replace _____
- Roofing _____
- Shed < 200 Sq. Ft. _____
- Siding _____
- Structural Work _____
- Window Replacement _____
- Other _____

Describe Work _____

Value of Work Including Labor _____ Start Date _____ Estimated Completion Date _____
dd/mm/yr dd/mm/yr

Commercial/Industrial Submit two plan sets and specifications for commercial or industrial work.

Describe Building Use and/or Changes in Use

Notice

Separate permits are required for electrical, plumbing, heating, ventilating, and air conditioning. This permit becomes null and void if work or construction authorized is not commenced within 180 days or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or the performance of construction. Initial here _____

➡ Contractor Signature _____ Date of Application _____

dd/mm/yr

➡ Homeowner Doing Work in Homestead Signature _____ Date of Application _____

dd/mm/yr

If application is not fully completed, it will be denied at time of processing. Please verify that all necessary information is legible and plans are included with job cost estimates. Contact Permit Technician to verify all necessary information is provided before submitting.

Payment: We accept cash, checks payable to City of Spring Lake Park, or credit cards (with additional processing fees), at the front counter only.



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BUILDING PERMIT APPLICATION

Building Permit Applicant: Property Owner

I understand that 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. By signing this document, I attest to the fact that I am building or improving this house myself. I hereby claim to be exempt from the state licensing requirements because I am not in the business of building on speculation or for resale and that the house for which I am applying for this permit, located at

_____ is the first residential structure I have built or improved the past twenty-four (24) months. I also acknowledge that because I do not have a state license, I forfeit any mechanic's lien rights to which I may otherwise have been entitled under Minnesota Statute 514.01. In the event that I do construct or improve another residential structure in the next 24 months, I will not do so until I obtain the required state license, per Minnesota Statute 326.84, understanding that failure to do so is a misdemeanor under state law.

Furthermore, I acknowledge that I may be hiring independent contractors to perform certain aspects of the construction or improvement of this house and I understand that some of these contractors may be required to be licensed by the State of Minnesota. I understand that unlicensed residential contracting; remodeling and/or roofing activity is a misdemeanor under Minnesota Statute 326.92, subdivision 1, and that I would forfeit my rights to reimbursement from the Contractor's Recovery Fund in the event that any contractors I hire are unlicensed.

I also acknowledge that as the contractor on this project, I am solely and personally responsible for any violations of the state building code and/or city ordinance in connections with the work performed on this property.

Signature of Property Owner

Date dd/mm/yr