



CITY OF CORCORAN

www.corcoranmn.gov

Alteration, Remodel, Basement Finish Permit Submittal Requirements

Proposed construction plans showing design, materials, and scale

Apply for electrical permit with Minnesota Department of Labor and Industry

Septic design *(if adding a bedroom and not connected to City sewer)

Submit permit request online at: www.corcoranmn.gov - Building Permits

**Required online attachments are preferred in PDF format.*

Construction Plans (Plans must either show or list):

Will a bedroom(s) be added? Yes _____ No _____ If yes, number: _____ ***Provide septic design**
****If a bedroom(s) is added as part of the project, a septic design/report showing that the system can handle the added load will be required. If the existing system is not designed for the proposed bedroom addition, the system may need to be expanded. (Septic size and design is based on potential occupancy load [i.e. number of bedrooms].)***

1. Total square footage of the remodel/alteration/finished basement area: _____
2. Wall Construction: Will walls be added? _____ Removed? _____ Structural or Non-structural
 - a. Framing: Size: _____ x _____ Spacing: _____ o.c.
 - b. Insulation (exterior wall): Type: _____ Thickness: _____
 - c. Vapor Barrier (exterior wall): _____
 - d. Wall covering: _____
3. Ceiling covering: _____
4. Plumbing: (quantity of each)
 - a. _____ NONE
 - b. _____ Bathroom using existing rough-in plumbing
 - c. _____ Bathroom including new rough-in plumbing
 - d. _____ Kitchen or similar using existing rough-in plumbing
 - e. _____ Kitchen or similar including new rough-in plumbing
 - f. _____ Other (please specify): _____
5. HVAC (check one):
 - a. _____ Extend supply and returns
 - b. _____ Use existing with no changes
 - c. _____ New unit or Other (please specify): _____
6. Will a fireplace be installed? Yes No If yes, number: _____
 - a. Type of fireplace (masonry, gas, electric, etc.): _____

Required Installation of Smoke Detectors & Carbon Monoxide detectors:

1. In dwelling units, a smoke detector shall be installed in each newly constructed sleeping room and at a point outside of each sleeping area in the immediate vicinity of the sleeping rooms. A smoke detector shall be installed on each story including the basement. A carbon monoxide detector is required within 10 feet of sleeping rooms.

2. When interior alterations, repairs or additions requiring a permit occur, or when one or more sleeping rooms are added or created, smoke detectors shall be installed throughout the existing dwelling unit as required for new dwellings; the smoke detectors shall be interconnected and hard wired.

Exception: When alterations/repairs do not result in the removal of interior walls or ceiling finish, unless there is an attic, crawl space or basement available which could provide access or work on the exterior which does not require entry into the interior for inspection.

- a. One in each sleeping room.
- b. One outside of each separate sleeping area in the immediate vicinity of the bedrooms.
- c. A smoke detector shall be installed on each story and in the basement.
- d. A carbon monoxide detector is required within 10 feet of all sleeping rooms.

3. In new construction smoke detectors shall receive their power from the building wiring and shall be equipped with battery backup.

Escape Window "Egress Window" requirement:

1. An egress window is required in every bedroom and in basements when habitable space is first added or habitable space is expanded. If an egress window is installed in a basement bedroom, an additional egress window is not required in the balance of the basement unless there are additional bedrooms. Therefore, each sleeping room must have at least one escape window with the following dimensions:

- a. Width – 20" minimum clear opening (min. 20" width x 41" height) **or**
Height – 24" minimum clear opening (min. 34" width x 24" height)
- b. Total open-able area – 5.7 square feet minimum
Exception: Grade floor openings shall have a minimum net clear opening of 5 sq.ft.
- c. Sill height – not more than 44" above the floor
- d. Exit windows under decks, overhangs, etc. must have a minimum 36" clearance above grade. See *Egress Window Handout* for more information.

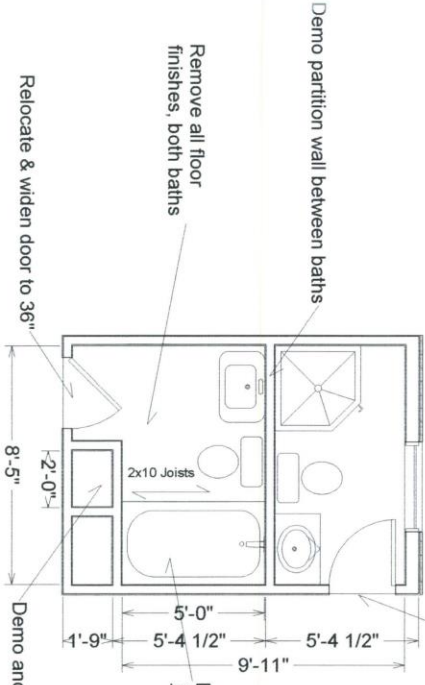
SEE ATTACHED PLAN EXAMPLES

Requirements for size, height, setbacks and architectural standards can be found in the City Zoning Ordinance, Title X, or by contacting the Planning & Zoning Department. For specific questions regarding building code requirements, refer to the applicable codes or the contact the city's contracted Building Official, Metro West Inspection at 763-479-1720 or permits@corcoranmn.gov.



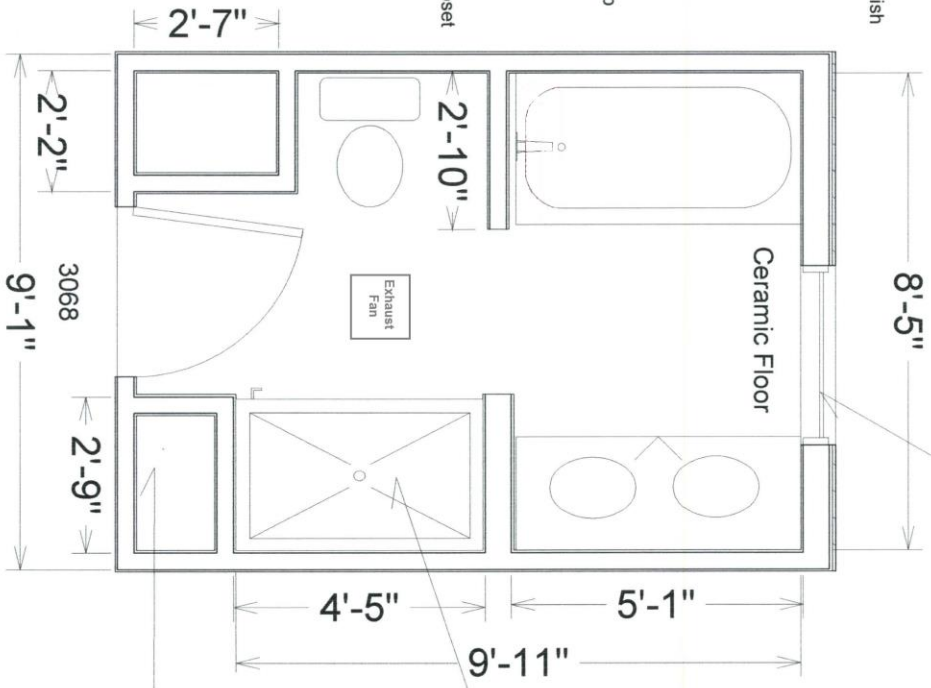
Demo and remove all bath fixtures at both baths

Remove door, frame over and finish



Existing Baths Demo Plan
1/4" = 1'

Existing window to remain



Proposed Bath Floor Plan
1/2" = 1'

Hall linen closet to remain

Ceramic Roll-in shower

