



# Owatonna Fire Department

107 West Main Street  
Owatonna, Minnesota 55060-2913

Michael Johnson  
Fire Chief  
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To : Property Owners  
From : Michael J. Johnson, Fire Chief  
Re : Inspections and repair of code violations

## **Building Permit Requirements**

The purpose of this letter is to assist property owners with code violations requiring construction. Fire Code Violations and Minimum housing inspections may require you to apply for a building permit depending on the work performed. To assist you in determining your need for a building permit the City Code relating to the building permit is provided below. It is your responsibility to determine if your work requires a building permit and to make proper application.

City Code: Section 301 - Construction Codes, Administration  
Section 301:00. Permits Required. **No person**, firm or corporation **shall erect**, construct, enlarge, **alter, repair**, move, improve, remove, convert or demolish any building or structure in the City, or cause the same to be done, without first obtaining a separate building permit for each such building or structure from the Building Official.

### **MN State Building Code: International Residential code:**

#### R105 PERMITS

##### 105.1 Required.

Any owner or authorized agent who intends to construct, enlarge, **alter, repair**, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, **alter, repair**, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

##### 105.2 Work exempt from permit.

Permits shall not be required for the following. Exemption from the permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction.

##### Building:

1. One-story detached accessory structures, provided the floor area does not exceed 200 square feet (18.58 m<sup>2</sup>).
2. Fences not over 6 feet (1829 mm) high.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade and not over any basement or story below.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment accessory to a one or two-family dwelling.
9. Window awnings supported by an exterior wall which do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.

*Michael Johnson*

FIRE CHIEF, CITY OF OWATONNA