



BUILDING DEPARTMENT
M moore engineering, inc.
925 10TH AVENUE EAST
WEST FARGO, ND 58078
PHONE: 701-281-0597 FAX: 701-433-0376

GUIDELINE FOR REMODELING A DWELLING

This handout is a guide only and does not contain all the requirements of the City of Mapleton Building Code or City Ordinance

Building Permits are required for most remodeling projects to any dwelling that consist of, but not limited to:

- Creating or eliminating rooms by adding or removing walls.
- Finishing rooms in lower level or basement level.
- Installing, replacing or removing doors or windows requiring structural work.
- Replacing structural sheathing on roof, floors and walls.
- Re-siding.
- Any work that requires alteration of structural components.

Remodeling that consists of wall finishing, floor finishing, cabinets, trim work, replacing door and window without altering rough openings do not require building permits. Contact the building department if you are sure you need a building permit for your project. Separate permits are required for HVAC, Electrical and Plumbing work.

Building Permit Fees are based on the valuation of the construction project; this includes the materials and labor. If you will be doing the work yourself an estimate of labor cost shall be determined and included with the cost of materials.

Plan submittals shall be drawing to scale, neat and legible on suitable material. The plan submittal shall be of sufficient clarity to indicate the location, nature and extent of the work proposed.

Information required to be submitted along with your application for a building permit:

FLOOR PLAN – Show outside lines and dimensions of the remodeling project.

- Location and dimensions of existing interior walls would be helpful for review but may not be required by the plan reviewer.
- Location and dimensions of new interior walls.
- Size and location of doors and windows.
- Size of headers over openings.
- Size and spacing of wall studs.

EXTERIOR

ELEVATIONS – Show the location of the door and window openings.

- Show window well profile if installing basement window.

Some remodeling projects may not need to have a plan submitted and an explanation of the work being done will be sufficient, such as re-siding or replacing structural sheathing. If you are finishing the lower level of a home recently built and you have the original construction plans that show the lower level floor layout you may bring a copy of that plan for submittal. If any changes to the original plan layout, that should be shown on the plan. Attached are some examples of floor plans for reference only.

Allow 1-2 business days for review of your plans; you will be contacted when your plans have been approved. Any omissions in the application and/or plans will result in a delay of the approval.

BUILDING CONSTRUCTION GUIDELINES

1. **Light, ventilation and heating** – All habitable rooms shall aggregate glazing area of not less than 8% of the floor area of the room and have natural ventilation through windows, doors, louvers or other approved openings with a minimum openable area of 4% of the floor area being ventilated. Use of artificial light and mechanical ventilation shall be approved by the Building Department. All dwellings shall have heating facilities capable of maintaining room temperature of 68 degrees at a point 3 feet above the floor and 2 feet from the exterior wall in all habitable rooms.
2. **Room area and height** – All dwelling shall have one habitable room at least 120 square feet and other habitable rooms shall be not less than 70 square feet. All rooms shall have a ceiling height of not less than 7 feet.
3. **Garage and dwelling separation** – Garages shall be separated from the residence and its attic area by less than ½ inch gypsum board applied to the garage side
4. **Emergency escape and rescue openings** - Basements with habitable space and all sleeping rooms are required to have emergency escape and rescue openings. Where the basement contains one or more sleeping rooms, emergency escape and rescue openings shall be required in each sleeping room, but shall not in the adjoining areas of the basement. See attached sheet for minimum requirements for egress windows.
5. **Means of egress** - Means of egress from all dwellings shall be directly to the exterior and shall not require traveling through a garage. Egress door shall be a side hinged door not less than 3 feet in width and not less than 6 feet 8 inches in height. Door latches shall be readily openable from the interior without any special knowledge. Landings shall be provided on both sides of the door.
6. **Smoke alarms** - Smoke alarms are required in each sleeping room, outside of each separate sleeping area in the immediate vicinity of the bedrooms and on each additional story including the basement. All smoke alarms shall be interconnected. When interior alteration or remodeling that requires a permit or when bedrooms are added or created the entire dwelling shall have smoke alarms installed and shall be interconnected and hard wired.
7. **Moisture vapor retarder** - Moisture vapor retarder is required for all framed walls, floors and roof/ceilings comprising elements of the building thermal envelope and shall be installed on the warm-in-winter side of the insulation.
8. **Floors** – Manufactured floor trusses or engineered wood I-joist shall be installed as per manufacturer's instructions. If solid sawn lumber is used, the size of the joist is determined by the span and spacing of the joist. Floor sheathing must be of approved span rated sheathing.
9. **Walls** – Bottom plate shall be of at least the same width as the wall stud bearing upon it. The bottom plate shall be treated lumber if in contact with concrete.
 - Wall studs shall be a minimum 2 X 4 and space maximum 24 inches on center, with three wall studs at each exterior corner.
 - Wall studs shall be capped with double top plates overlapped at corners and end joints offset at least 24 inches.
 - Wall furring strips in contact with concrete shall be treated lumber or shall have a moisture barrier between the furring strips and the concrete.
 - The exterior wall covering must be of an approved material that is resistive to weather such as siding, stucco, brick, etc. A weather barrier shall be applied to the studs or sheathing as required.
 - Headers must have at least one trimmer stud under each end. Headers over 6 feet shall have a minimum of two trimmer studs under each end. Headers over doors and windows must be of the following minimum sizes for walls bearing roofs:

For opening:	Minimum header size:	Grade of wood:
6 foot opening	2 – 2 X 10	#2 SPF or #2 HF
8 foot opening	3 – 3 X 10	#2 HF

Headers for openings greater than 8 feet shall be approved by the Building Department.
(Consider pre-engineered laminated veneer lumbers for openings greater than 6 feet.)

10. **Roofs** – Roof sheathing must be of approved span rated sheathing.

All residential construction shall meet the minimum requirements of the City of Mapleton Building Code.

REQUIRED INSPECTIONS

1. **Framing** – after completion of structural frame, sheathing and roof to the building frame, and prior to covering the structural frame. All Electrical, HVAC, and Plumbing shall be installed and inspected before calling for framing inspection.
2. **Final** – when addition is completed and prior to occupying.

It shall be the responsibility of the permit holder to notify the Building Department when work is ready to be inspected. No work shall commence until the inspection is complete and approved.

The following diagrams are only provided as reference to assist you in drafting your plans for your project.



