

**MUNICIPAL INSPECTIONS, INC.**  
**25275 Vergus Ave.**  
**New Prague, MN. 56071**  
**Phone 952-461-4777**  
**Fax 952-461-2782**

**SPECIFICATIONS FOR 3-SEASON PORCHES AND 4- SEASON ADDITIONS**  
**REQUIRED INFORMATION WHEN APPLYING FOR A PERMIT:**

- a. Submit a copy of Certificate of Survey or plot plan drawn to Scale indicating the lot dimensions, the location and ground coverage area of existing structure(s), and the location and area of the proposed structure. Indicate the setbacks from property lines.
- b. Submit a copy of drawings showing proposed designs and materials. Drawings must be drawn to scale and include the following information.
- c. Floor plans shall include the following:
  - 1: Indicate the proposed porch size and shape.
  - 2: Indicate the size and spacing of the floor Joists.
  - 3. Indicate the size and direction of the decking.
  - 4. Indicate the size, location and spacing of the posts.
  - 5. Indicate the size of the beams and headers.
  - 6. Indicate the type of lumber to be used.
- d. Elevations of either a rear or side view shall include the following:
  - 1. Height of structure from grade.
  - 2. Diameter and depth of footings.
  - 3. Size and spacing of the posts, floor joists and type of decking.
  - 4. Guardrail heights and spacing, and ceiling height.
  - 5. Header sizes and location, also rafter size, and or truss spacing
  - 6. Indicate types of sheathing, siding, and roof covering.
  - 7. Indicate the pitch of the roof.
- e. Elevations that show what the proposed structure will look like.

Attached are examples of drawings that are intended as a guide only.

**BUILDING CODE REQUIREMENTS BASED ON THE 2006 MINNESOTA STATE BUILDING CODE**

- a. All footings to be a minimum of 42” below grade and the width to be 28” for corner footings and 30” for intermediate footing. Typical for a 14’ x 14’ porch. May vary for larger porches. (Wide or flared top of footing, NOT ALLOWED)
- b. Individual concrete or masonry piers shall project at least 6” above ground level unless the columns or posts that they support are of approved treated material.

- c. Redwood, cedar or approved treated material shall be used for those portions of wood members which form the structural supports of buildings, balconies, porches or similar permanent building appurtenances when such members are exposed to weather without adequate protection from roof, eave, overhang, or other covering to prevent moisture or water accumulation on the surface or at joints between members. Depending on local experience such members may include: horizontal members such as girders, joists and decking; or vertical members such as posts, poles, and columns. (Stairways are included)
- d. Landings ramps, balconies and porches which are 30" or more above grade or floor below, shall be protected by a guardrail, not less than 36" in height. Open guardrail and stair railings shall have intermediate rails or an ornamental pattern such that a sphere 4" in diameter cannot pass through. All stairs need a continuous handrail with returned ends
- e. Stairways: The maximum riser height shall be 7 ¾ inches and the minimum tread depth shall be 10 inches. The greatest riser height within any flight of stairs shall not exceed the smallest by more than 3/8 inch. The largest tread run within any flight of stairs shall not exceed the smallest by more than 3/8 inch. Open risers are permitted, provided that the opening between treads does not permit the passage of a 4 inch diameter sphere. (MR1309.03.4, IRC314.2)
- f. Handrails projecting from a wall shall have a space of not less than 1 -1/2" space between the handrail and the wall. The handgrip portion of the handrails shall be not less than 1-1/4" or more than 2" in cross-sectional dimension. A smooth surface, no sharp corners permitted and shall be continuous the full length of the stair.
- g. **¾ inch T&G floor sheathing to be used.**
- h. **BEAM SPLICES:**
- All splices in a beam shall occur directly over a post; outside joist beams must bear on house wall plate.
  - Miscellaneous metal devices, nails, screws and bolts must be of a galvanized or non-corrosive material.
  - Secure the Ledger Board to the house with 3/8" lag screws every 16"~ top and bottom and flash the connection properly. If open web floor trusses were used, lag bolts to be secured to ends of trusses.
  - Proper roof ventilation per code. 2006 IRC Section 806.2
  - When the house has an overhang/cantilever at the location where you plan to attach the porch, a special design as required providing adequate bearing support. (For specific requirements, contact Municipal Inspections Inc.)

4 season porches must meet state energy codes.

**NOTE:** The above represent general code requirements relative to porch construction. For specific code requirements, please contact Municipal Inspections, Inc. at 952-461-4777.

**NOTE:** Questions regarding electrical work, please call the State Electrical Inspector,  
**For Elko New Market and New Prague please contact Randy Edel, 507-334-3748 between 7:00 a.m. – 8:30 a.m.**  
**For Montgomery please contact Steven Kietschka at 507-334-3450 between 7:00 - 8:30 am.**

REQUIRED INSPECTIONS:

1. **Footings:** After the holes are dug, & loose dirt removed, but **“PRIOR TO POURING CEMENT**
2. **Electrical, plumbing, and mechanical:** rough-ins to be completed before framing.
3. **Framing:** When framing is done, roof complete and windows installed.
4. **Insulation:** After framing and electrical inspections have been approved.
5. **Final:** When the structure has been completed. **Have all Mechanical, Plumbing,**  
**And Electrical Finals Completed before the Building Final Inspection.**

**CALL FOR ALL INSPECTIONS AT 952-461-4777.**

**EXISTING HOUSE**

Existing patio door- Verify header size

Rafters or trusses above  
Verify size, spacing, & direction

Ridge beam above  
Verify size

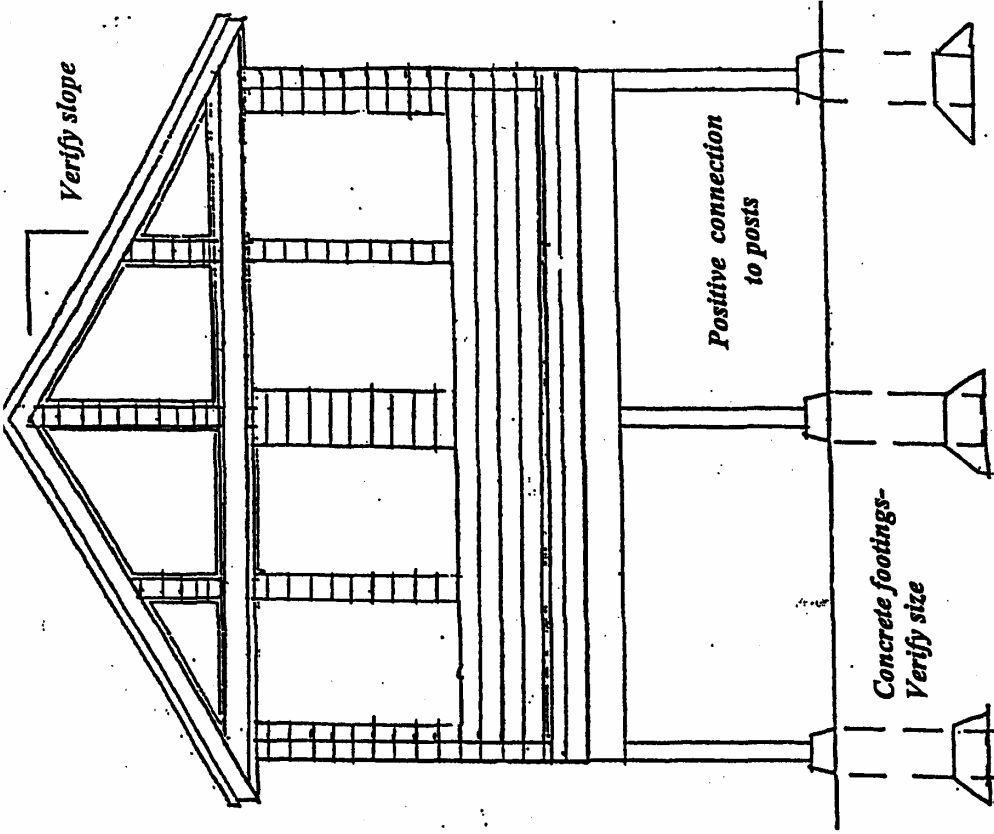
3-SEASON PORCH  
or  
4-SEASON PORCH

Verify Insulation,  
R-19 min walls

Beam below - Verify size

Posts below - Verify size

Joists below  
Verify size, spacing, & direction



Approved treated or naturally  
Moisture resistant posts-  
Verify size

**FRONT ELEVATION 1/4" = 1'-0"**

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