Residential Detached Garage Info & Application Packet

This packet provides basic information for one story light wood framed detached residential garage construction. It does not address pole buildings, multi-story buildings, buildings with interior partitions, buildings with basements or buildings constructed for uses other than a private garage. Garages which are beyond the scope of this packet should use the Residential Intake Checklist instead of this simplified one.

No permit is required for buildings 200 sf or less, but building and zoning setback requirements do apply.

Checklist

All plans must be drawn to scale in black or blue ink with the scale noted on the plans. Please use a straight edge. Clearly designate proposed work and existing conditions. Provide complete structural information.

☐ **Site Plan**

Drawn to scale and indicating:

- Legal description and north arrow.
- Location and dimensions of all existing structures as shown on site plan example.
- Dimensions of lot and survey monuments on which the site plan is based (example: found property corner pins placed according to a recorded survey or plat.)
- Distance from proposed garage to property lines, to dwelling and to other structures.
- Driveway location & material.

☐ **Wall Section & Garage Plan**

- Use the attached form. Indicate whether you will use a frost footing or an engineered slab.
- Where walls exceed 10 feet, use the Residential Intake Checklist & provide analysis by a structural engineer licensed in the State of Minnesota.

☐ **Header Design Information**

Must be indicated on the attached form.

As a general rule, the following header sizes are acceptable for a 24’ wide building:

- For openings not exceeding 3’-6”, (2) - 2x6s on edge (Two cripple stud each end.)
- For openings not exceeding 5’-3”, (2) - 2x10s on edge (Two cripple stud each end.)
- For openings not exceeding 8’-11”, (4) - 2x12s on edge (two cripple studs each end.)
- For openings exceeding 8’-11”, an LVL header is required with supporting documentation.

☐ **Truss Design Plans**

- Must be available on site at framing inspection.

☐ **Foundations**

Must be indicated on the attached form.

- 5-inch reinforced slab on grade with 60-inch drop footings, poured concrete or core-filled block or, for garages up to 1,500 sf, pre-engineered floating slab with thickened edges, reinforced as detailed. Slabs for larger garages must be designed and plans certified by a Minnesota licensed structural engineer.

Setback Requirements. Setbacks are required distance from property lines and other buildings of the same or adjacent lot. Construction must comply with the 2010 Duluth *Unified Development Chapter* (UDC), including overlay district requirements, and *Minnesota State Residential Code* (MSRC) requirements for location on lot. The following is a summary of setback requirements.

Zoning Setback Requirements
(UDC 50-14 and 50-21.3)

- **Rear property line** 5 feet from rear property line.
- **Front property line** As required for the dwelling. Site specific.
- **Side property line** (not corner lot) 3 feet from side property line. Any distance closer than 5 feet will require fire rated wall & eave.
- **Side property line** (from corner lot) 15 feet from side property line.
- **Adjoining Property** 10 feet from the principal structure on the adjoining property.
- **Maximum Allowed Area.** Any single accessory structure may not exceed 30% of the rear yard. All accessory structures on a lot may not occupy more than 60% of the rear yard area.

Building Code Location on Lot Requirements

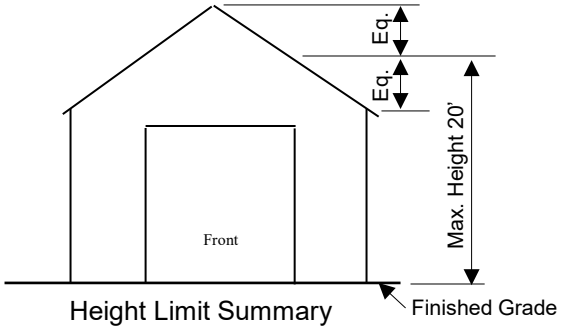
- **Exterior Walls**

Required distance from property lines:	5 feet, except when exterior wall has a fire resistance rating of one-hour from both sides.
Openings in walls:	Not permitted closer than 3 feet from the property line. From 3 feet up to 5 feet, 25% of wall area may be openings. At 5 feet and greater, unlimited openings allowed.

- **Overhangs**

Required distance from property lines:	5 feet, except when underside of overhang has a fire resistance rating of one-hour and no openings, or fire blocking provided from top plate to underside of roof sheathing, then minimum of 2 feet from property line.

Height. Maximum 20 feet from front grade to highest point of a flat roof or the average height of the highest gable.



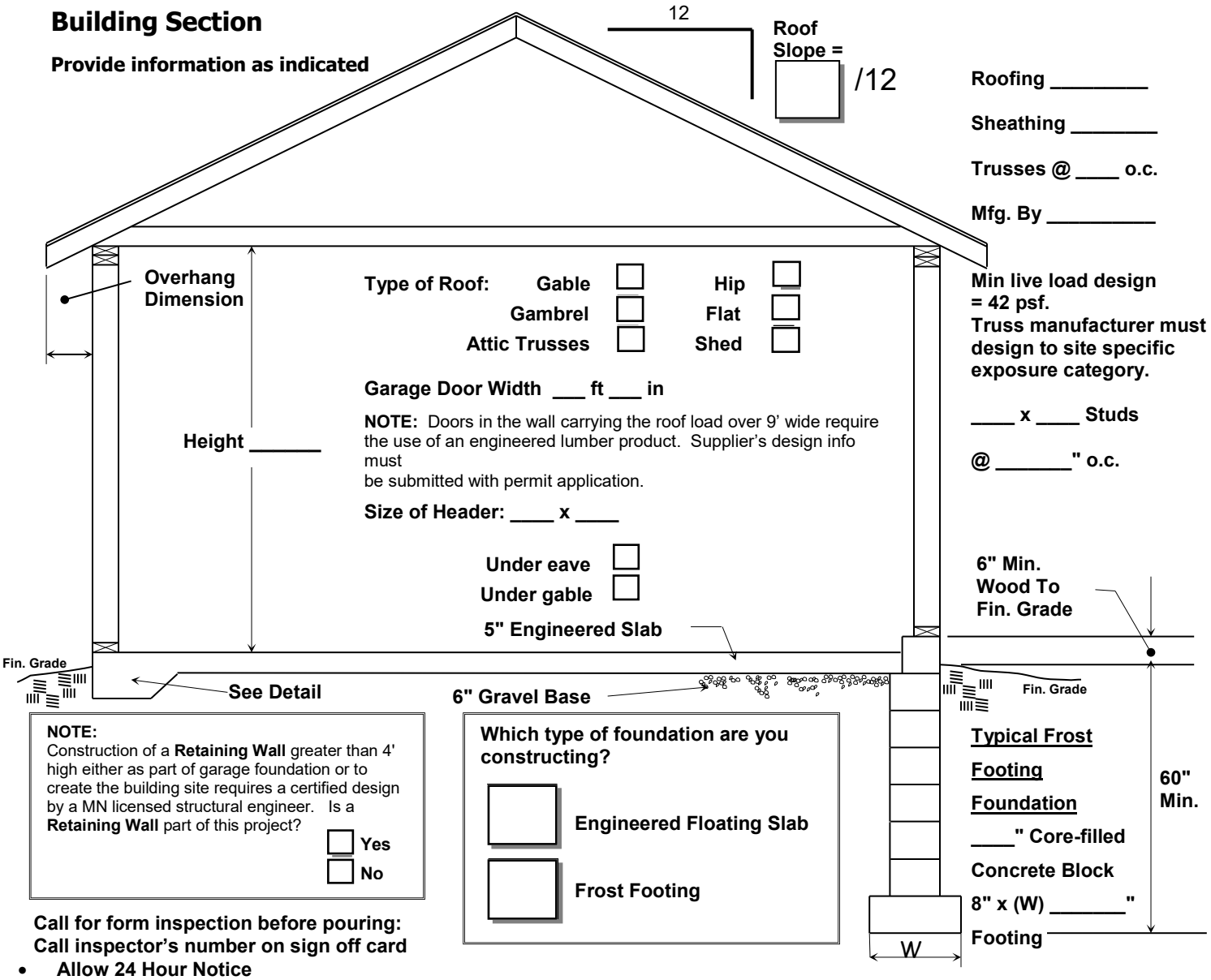
Height Limit Summary

Attic Storage Area. May not exceed 1/3 of floor area and must be open to area below. If greater than 1/3 of floor area, please use the Residential Intake Checklist.

Floor. Garage surface may be concrete, asphalt, sand, gravel, crushed rock, or natural earth.

Building Section

Provide information as indicated



NOTE:
Construction of a **Retaining Wall** greater than 4' high either as part of garage foundation or to create the building site requires a certified design by a MN licensed structural engineer. Is a **Retaining Wall** part of this project?

☐ Yes
☐ No

Which type of foundation are you constructing?

☐ Engineered Floating Slab

☐ Frost Footing

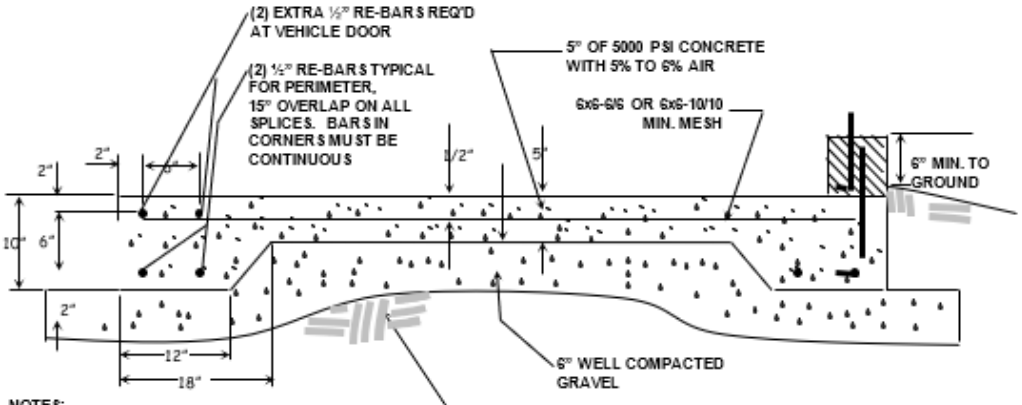
Call for form inspection before pouring:
Call inspector's number on sign off card

- **Allow 24 Hour Notice**

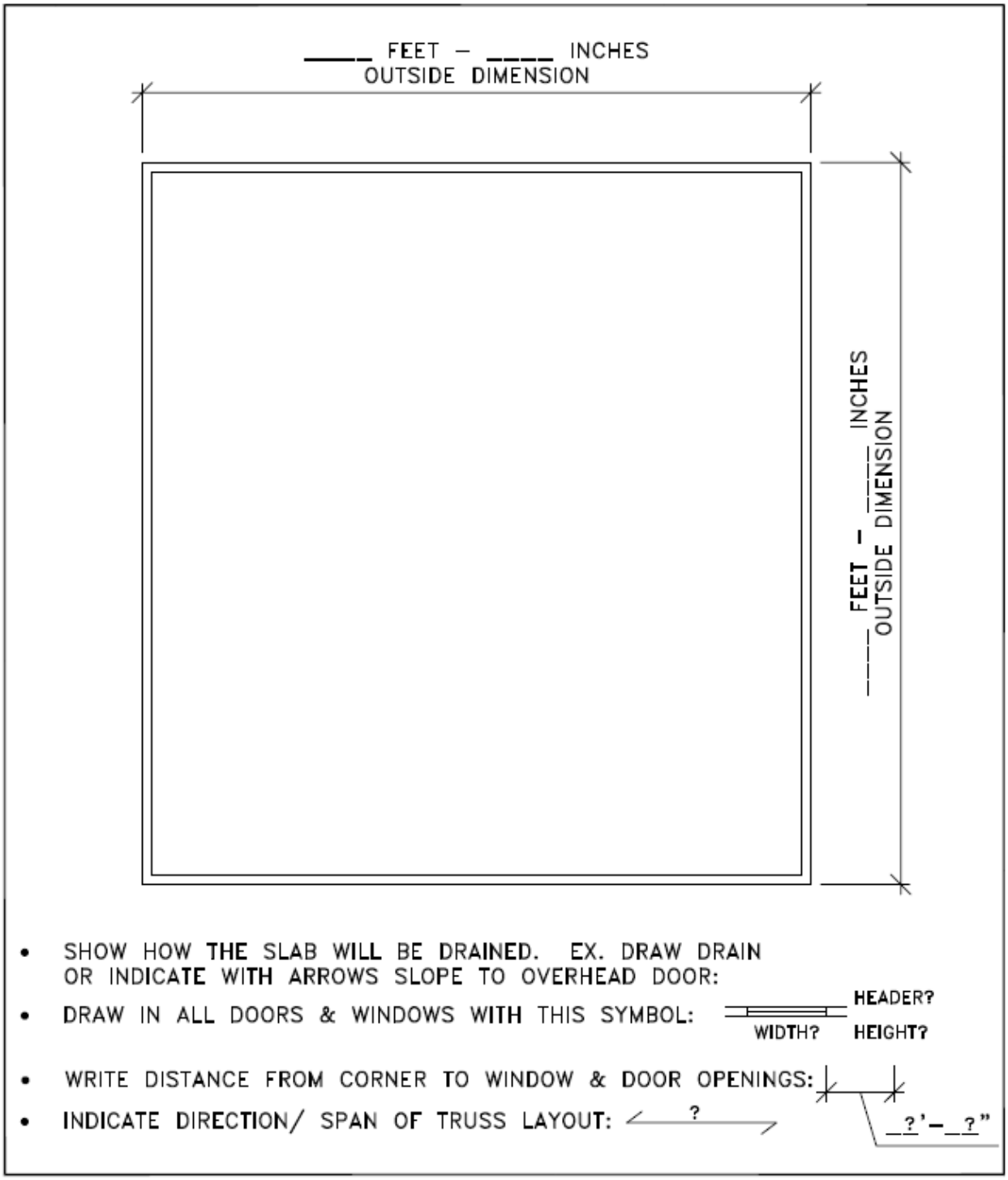
Engineered Floating Garage Slab Detail

No Scale

Minimum standards for one story detached garages over 400 sf and less than 1,500 sf



NOTES:
1. TREATING OIL RECOMMENDED
2. USE ½" DIA. ANCHOR BOLTS EMBEDDED MIN. 7" INTO CONCRETE, MAX. 6' SPACING
3. FOUNDATION PLATES ON A CONCRETE SLAB SHALL BE TREATED WOOD OR FOUNDATION REDWOOD



THE CITY OF DULUTH MINNESOTA

GARAGE PLAN WORKSHEET

EXAMPLE NOT FOR CONSTRUCTION

Date:	3/24/2015
Job No.:	GARAGE WORKSHEET
Drawn By:	RDA
Revised:	3/25/2015
Approved By:	DWN
Sheet:	GAR

Site & Survey Packet

The Minnesota State Building Code requires that the construction documents submitted with the application for permit be accompanied by a site plan, drawn to scale, showing the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades, and the proposed finished grades. The State Building Code requires that the site plan shall be drawn according to an accurate boundary line survey.

Minnesota State Building Code requires a Site Plan based on a Legal Boundary Survey.

New Principal Buildings, Large Additions, and Accessory Structures

Site plans showing locations for new principal buildings and accessory buildings, including detached garages, must be based on a survey drawing showing monumentation placed by a surveyor marking the boundaries of the lot on the ground. *Surveyed monumentation must be located in the field, by the applicant, in order to be useful for layout of structures and in order for inspectors to verify that buildings are constructed in accordance with approved plans.* Surveys should show any buildings or easements on the property. Survey requirements are for commercial and residential buildings and their associated accessory buildings or structures (retaining walls, monument signs, etc.).

The surveyed monumentation must be located at the site AND the corresponding survey drawing and site plan must be submitted with the permit application. If either the monumentation or the survey drawing are not available, the lot must be surveyed by a MN licensed surveyor, monumentation placed, and a certified survey drawing prepared and submitted at the time of permit application.

Decks and Small Additions Attached to Existing 1 or 2 Family Dwellings

When approved by code officials, a survey may not be warranted for small additions and decks attached to existing 1 or 2 family dwellings if all the following conditions are met:

- Existing surveyed monumentation is located or the property owner locates the property boundaries based on accurate measurements from identifiable known surveyed markers.
- The method used to identify property boundaries is clearly shown on the submitted site plan.
- The method used to identify property boundaries can be easily recreated in the field by the inspector.
- Distances from required setbacks are sufficient to accommodate a reasonable margin of error, ensuring all setback requirements are met.

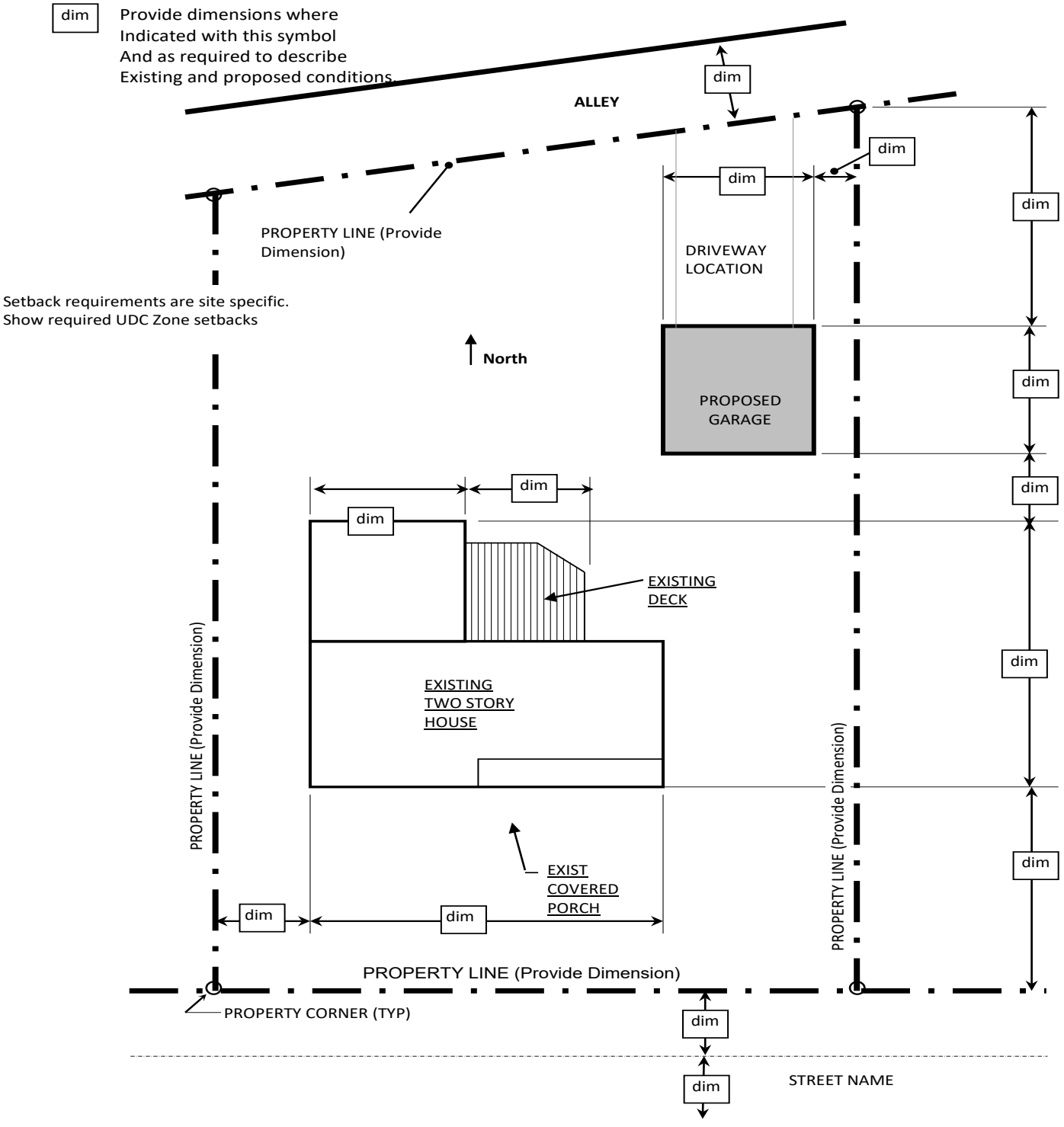
Shoreland and Floodplain Construction

Additions and new buildings in certain shoreland and/or the flood plain areas require two surveys. The first is to identify the boundaries and elevations of the lot. This information is then used to plan the construction of the building. The lowest finished floor needs to meet elevation standards developed by the DNR & other government entities. The second survey is done after construction to certify the elevation of the lowest finished floor of the building meets shoreland and/or floodplain criteria after construction is complete. The Elevation Certificate is required for the final inspection, Certificate of Occupancy, and by the National Flood Insurance Program.

Sample Site Plan

Don't use this sheet-create your own drawing.
SCALE: 1" = _____ FEET

dim Provide dimensions where
Indicated with this symbol
And as required to describe
Existing and proposed conditions.



Note: See Site Plan Instruction Sheet for items required to be shown on the Site Plan

Site Plan Instructions

Minnesota State Building Code requires a Site Plan based on a Legal Boundary Survey.
This can be in the form of a new survey, found survey pins with supporting plat document or a survey done for a neighboring property owner which located the pins separating your property from your neighbors.

If the footprint of the building will not be changed, the site plan must be drawn to scale and must include the following:
These items are needed for window wells & similar items

- Dimensions of lot - Property lines must be consistent with the legal description of the property
- All existing buildings on the lot, their exterior dimensions, and distances to property lines
- All projections and accessory structures (decks, garages, sheds, etc.)
- New window wells – Location and dimensions
- The legal description of the property
- Scale
- North arrow

If the footprint of the building will be changed, in addition to the above:
These items are needed for any addition or new buildings

- Dimensions of lot and survey monuments on which the site plan is based (ex: found property corner pins placed according to a recorded survey or plat)
- Complete exterior dimensions of all proposed structures, projections, and additions as well as their dimensions to all property lines
- Adjacent streets or alleys with right-of-way widths shown, if known
- Any known easements on the property (existing utility or access) with dimensions
- Existing and proposed drainage patterns - Use contour lines or arrows to indicate direction that water would flow
- Setback distances (front, rear, and side) required by applicable codes
- Indicate the location of any utilities in the vicinity of the proposed work
- Attach all prior Planning Commission or Council approvals related to the site if applicable

Other information may be required for certain sites and will be requested during the plan review process.

Commercial and 3+ Multi Family projects require these additional elements in addition to the above:

- Life Safety Elements - Fire hydrant locations, fire truck access, building address, Knox Box location
- Accessible Elements - Accessible route, accessible entrance, accessible parking with loading zones and signage
- UDC Compliance Elements - Downcast lighting Information, bike rack (if applicable), parking & tree screening

This is not a complete list of requirements. Please work with your Design Professional to determine all items that may be needed.

Show North Arrow & Pins **RESIDENTIAL SITE PLAN PAPER** Use Pen & Ruler

Site Address: _____

_____

Owner's Name: _____

This Site Plan is an accurate and complete representation of the footprint(s) of all existing and proposed structure(s) and their location(s) on the subject property.

Plat / Parcel No.

_____

Grid is ¼" per square
Scale: 1" = _____ Feet
Date: _____