

## POST FRAME (POLE SHED) ACCESSORY STRUCTURES

- This handout is intended only as a guide. It shall not be considered a complete set of requirements.
- Materials and installation must comply with the current Minnesota State Building Code and the manufacturers' installation specifications for each product.
- A building permit is required unless the building meets the requirements of an agricultural structure under MN Statute 326B.103 Subd 3. **Most municipalities require a zoning review. Please check with your municipality regarding requirements.**
- The Building Code cannot anticipate all possible future construction materials, methods, or techniques. As a result, it includes standard construction methods for light frame, steel frame, and masonry construction. Post frame construction or "pole buildings" have dynamic loading requirements for wind and other external forces that change based on number of openings, location and size of each opening, post/rafter/truss spacing, and other factors – moving a door two feet could have an impact on design. Because of the infinite number of configurations, there is no "code" for the structural aspects of post frame construction (pole buildings). MN Rule 1309 section 301.1.3 indicates that if construction does not conform to the applicable code, the structural elements shall be designed in accordance with accepted engineering practice. Since the code does not address the construction of pole style construction, engineering is required. In addition, plan review from our department is required to verify compliance with all other aspects of the code.

### **BUILDING Permit Submittal shall include:**

- Building Permit Application**, completed in its entirety, including signature and valuation.
- A site plan** (or **Certificate of Survey** if required by municipality) drawn to scale and dimensioned, identifying proposed building dimensions with measurements from the adjacent lot lines; as well as all lot lines, setbacks, easements, adjacent street names, and all structures on the property. **Check with your municipality to determine setback requirements of your specific property.**
- A signed engineered plan.** Plans should include:
- A floor plan** indicating the proposed building size, size of headers over openings, size and spacing of roof rafters/trusses.
- A cross-section view** indicating the depth of concrete slab and perimeter bearing, size and spacing of anchor bolts, pitch of roof, size and spacing of roof rafters/trusses, type(s) of sheathing and siding material, size and spacing of studs, ceiling height.
- Elevations** indicating the height of structure from established grade, type of roof covering materials, type of exterior wall covering.
- Additional information may be required by the plan reviewer.

**PERMIT CARD AND APPROVED PLANS (throughout the project) shall be:**  
**POSTED** prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector

### **INSPECTION REQUIREMENTS:**

Inspections **MUST** be scheduled during office hours **AT LEAST** one business day prior to inspection. If a specific date and time is required, additional notice may be needed. Failure to cancel a scheduled inspection may result in a reinspection fee.

- **Office Hours:** Monday - Friday • 8:00 a.m. - 4:30 p.m.
- **Phone:** (952) 442-7520 or (888) 446-1801

**Inspections:** (Refer to your permit card regarding project-specific inspections)

- **Footings:** After holes are dug, but **PRIOR TO POURING CONCRETE.**
- **Framing:** Before framing is covered, and after plumbing, mechanical and/or electrical rough-ins (if applicable) have been approved.
- **Final:** After the structure is complete.

**NOTICE:** Construction or work for which a permit is required shall be subject to inspection by the Building Official, and such **construction or work shall remain accessible and exposed for inspection purposes until approved.** It is the responsibility of the permit applicant to be in attendance on site and provide access to the Building Official for all required inspections. If work is concealed and/or work is not complete at time of inspection, an additional inspection is required and a **reinspection fee may apply.**

**Note:** The State of Minnesota requires all residential building contractors, remodelers, roofers, plumbers, and electricians to obtain a state license, unless they qualify for a specific exemption. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the Municipality before a permit will be issued.

**Note:** To determine contractor requirements, or to check the licensing status of a contractor, please call the Minnesota Department of Labor & Industry at 651-284-5065 or toll free 1-800-342-5354.

**Note:** For specific code requirements, contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: [infoMN@safebuilt.com](mailto:infoMN@safebuilt.com).