

Residential Siding Replacement

- **A building permit is required** for siding replacement. Applications are available on the [city's online building permit portal](#). Residential siding permits are a fixed fee of \$175. Permit fees must be paid online, by mail, or in-person prior to the permit being issued. Please pay before submitting application. After payment is complete, submit the completed application to city hall by email to cityhall@ci.shorewood.mn.us, or by mail/in-person to City Hall, 5755 Country Club Road, Shorewood, MN 55331.
- Valid only for single-family homes, duplexes, and townhomes. For all other housing types, please contact the Planning Department.
- Not valid for repairs, replacement, removal, or installation of any sheathing and/or structural members.
- If home was constructed before 1978 and wood siding in excess of 20 or more square feet is being removed, contract must be EPA certified.
- Brick, stucco, stone, or EIFS siding installation or removal requires a Building Permit.
- Each address requires a separate permit.
- All materials and the installation of all materials must comply with the Minnesota State Building Code and the manufacturers' installation specifications for each product.
- Permit card shall be posted prior to the start of work and throughout the entirety of the project. It should be visible from the street or driveway and be accessible to the inspector.

Inspection Requirements:

- Must schedule inspection during office hours at least one business day prior to required inspection. If a specific date and/or time are required, more notice may be needed. Please plan ahead.
 - Office hours are Monday – Friday, 8:00 a.m. – 4:30 p.m.
- In-progress inspections:
 - An inspection must be performed prior to the completion of the project unless otherwise approved. Ideally, the inspection should take place when the tear-off is done, the windows taped, and the house wrap applied and not yet fully covered by siding. (The taking of photographs showing sheathing, water-resistive barrier, sealing of penetrations and openings, and flashing is always a good idea, but is NOT a substitute for the required inspection.)
 - Your representative must be on site and able to communicate with the inspector.
 - You must have all installation instructions on site.

Residential Siding Checklist

The following checklist is a guideline to assist in compliance with the requirements of the MN State Building Code:

Check Off

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- _____ Make sure the sheathing is in good condition.
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- _____ Obtain a Building Permit for framing if any sheathing and/or structural members need to be repaired, replaced, and/or added.
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- _____ Make sure all backing materials are approved for such use.
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- _____ Seal all sheathing penetrations at the sheathing and exterior wall covering (i.e., gas lines, wires, vents, etc.)
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- _____ Approved corrosion-resistive flashing (not house wrap tape) shall be installed:
- At the top and sides of all window and door openings, extended to the face of the water-resistive barrier
 - At the intersection of chimneys or other masonry construction
 - Continuously above all projecting wood trim
 - Where porches, decks, or stairs attach to a wall or floor assembly
 - At wall and roof intersections (kick-out flashing)
 - At built-in gutters
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- _____ Install an approved water-resistive barrier (i.e. house wrap, No.15 felt, etc.) starting at the structure's base and working your way up. The upper layer must lap over the lower layer by at least 2", and the vertical joints must lap at least 6"
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- _____ **Ensure the water-resistive barrier laps over the vertical flange of all flashing**
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- _____ Ensure all cuts, tears, penetrations through, and openings in the water-resistive barrier are sealed
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- _____ Ensure the siding material is of a weather-resistive material
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- _____ Install all siding materials in accordance with the manufacturers' printed instructions
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- _____ Reconnection of electrical fixtures may only be performed by the homeowner or a licensed electrician. An electrical permit is required for this work.
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- _____ Re-install the house numbers (if necessary)
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- _____ All removed and excess siding materials must be disposed of at an MPCA-approved landfill
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- _____ When using other materials besides felt paper and house wrap for water-resistive barrier (i.e., fanfold), the manufacturer's installation guide approving use as a water-resistive barrier **MUST** be on site.
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- _____ See attached Table R703.4 – Weather-Resistant Siding Attachment and Minimum Thickness