

City Required Evaluations

- Truth in sale of Housing Disclosure
- Time of Sale housing Evaluation
- Point of Sale Evaluation
- Code Compliance

Truth in Sale of Housing Disclosures

Minneapolis: <http://www.ci.minneapolis.mn.us/>

Required on single family, duplexes and 1st time condominium conversions

Evaluation must be completed prior to listing

Repair/Replace items must be corrected-permits required on some items-Buyer can assume responsibility for repair-90 days for completion

Valid for 2 years of original owner

St. Paul: <http://www.stpaul.gov/>

Required on single family, duplexes, townhouses and condominiums

Must be completed within 3 days of listing

Single family and townhouses must have a hard wired smoke detector

Valid for 1 year for original owner

Maplewood: <http://www.ci.maplewood.mn.us/>

Required on single family, duplexes, townhouses and condominiums

Must be completed within 3 days of listing

No required repairs

Valid for 1 year for the original owner

Time of Sale Evaluations

South St. Paul: <http://www.southstpaul.org/>

Required on single family, duplexes, 3 and 4 unit buildings, town houses and condominiums

Evaluations must be complete prior to listing

Hazardous items must be corrected

Re-Inspection by a different evaluator

Valid for 1 year for the original owner

Ratings:

- M=meets minimum guidelines
- C=Comment (other ratings don't apply)
- B=Below minimum guidelines
- SC=Suggested correction
- H=Hazardous
- RR=Repair/Replace
- RRP=Repair/Replace (permit requires)
- RRE=Repair/replace (evaluator to return)
- LIC=Safety check by a licensed contractor

Bloomington: <http://www.ci.bloomington.mn.us/>

Required on single family, duplexes, 3 and 4 unit buildings, town houses and condominiums

Evaluations must be complete prior to listing

Hazardous items must be corrected

Re-Inspection by city inspector

Valid for 1 year for the original owner

Point of Sale Evaluations

Robbinsdale: <http://www.ci.robbinsdale.mn.us/>

Required on all residential properties

Must be completed prior to listing

Repair/Replace items must be corrected

Valid for 1 year for the original owner

Re-Inspection by City inspector

City Operated Code Compliance Programs

Richfield: 612-861-9882 or <http://www.ci.richfield.mn.us/>

New Hope: 763-531-5127 or <http://www.ci.new-hope.mn.us/>

St. Louis Park: 952-924-2588 or <http://www.stlouispark.org/>

Additional Required City Inspections

West St. Paul:

Rental Property inspections 651-552-4144 or <http://www.ci.west-saint-paul.mn.us/>

Inflow/outflow of sewer line (sewer scope)-Contractor list provided by city (good for 10 years).

Golden Valley:

Point of sale compliance inspections (sanitary sewer inspection) 763-593-8030 or

<http://www.goldenvalleymn.gov/>

Brooklyn Center:

Vacant building inspection 763-569-3300 or <http://www.cityofbrooklyncenter.org/> or See handout.

Below is a general list of what an evaluator will look at during a Truth-in-Housing evaluation. This is not a comprehensive list. Evaluators will provide you with a report explaining what (if any) repairs need to be made.

Items Covered

- ✓ Attic space & insulation
- ✓ Carbon Monoxide (CO) detectors
- ✓ Ceiling height
- ✓ Chimneys
- ✓ Clutter
- ✓ Columns & beams
- ✓ Cornice & trim
- ✓ Doors (frames/storms/screens/deadbolt locks)
- ✓ Drainage (grade)
- ✓ Egress
- ✓ Electrical outlets & fixtures
- ✓ Electrical service panel
- ✓ Evidence of dampness/staining
- ✓ Evidence of vermin
- ✓ Exterior walls
- ✓ Floor condition
- ✓ Floor drains
- ✓ Foundation
- ✓ Garage (structure, doors & automatic opener)
- ✓ Gas piping
- ✓ Heating plant & auxiliary heating units
- ✓ Plumbing fixtures
- ✓ Porches & Stoops
- ✓ Roof structure & covering
- ✓ Roof venting
- ✓ Sanitation
- ✓ Sleeping rooms (including basement)
- ✓ Smoke detectors
- ✓ Stairs
- ✓ Walls
- ✓ Waste & vent piping
- ✓ Water flow
- ✓ Water heater
- ✓ Water piping
- ✓ Windows (frames/storms/screens)

Items Not Covered

These items are looked at but will not result in a required repair:

- ✓ 30-amp or 60-amp electrical service, as long as it is not tampered with or over-fused.
- ✓ Lack of basement (crawl spaces are OK).
- ✓ Basement plumbing fixtures that are not vented, such as basement showers.
- ✓ Chipped or peeling paint.
- ✓ Galvanized plumbing system, as long as it is functional.
- ✓ Holes in walls or ceilings.
- ✓ Lack of laundry facility, or lack of basement floor drain.
- ✓ Missing storm or prime windows or doors.
- ✓ Missing window sashes.
- ✓ Plumbing "s" traps, except in basement.
- ✓ Roofs
- ✓ Torn carpet or broken tile.

These items are not looked at:

- ✓ Non-essential systems such as woodstoves, fireplaces, or air conditioners.
- ✓ Toxic substances such as asbestos, lead-based paint, formaldehyde, radon.

Common required repairs

Generally a **PERMIT** is needed to repair these items:

Heating system

- Missing 9d check valve with atmospheric valve on boiler (backflow valve).
- Missing or broken pressure (P) relief valve on a boiler: permit required to install/replace.
- Improper furnace/boiler flue (vent). Only a licensed contractor can get permit.
- Note: Gas or flue (vent) repair/replacement on heating plants can **ONLY** be done by licensed contractors

Water Heater

- Missing or broken temperature and pressure (T&P) relief valve on water heater—permit required to install/replace.
- Improper water heater flue (vent). Homeowner can get permit.

Electric System

- Exposed wires such as open junction boxes that have the cover missing AND have wires that are uncapped, not taped, AND are out of the box so that someone can get shocked. Permit is needed to install a fixture. No permit needed to tape or cap wires, put wires back into box, and cover box.

Plumbing System

- Tub or sink faucet below the spill line—installing dual in-line check valves instead of replacing the faucet.

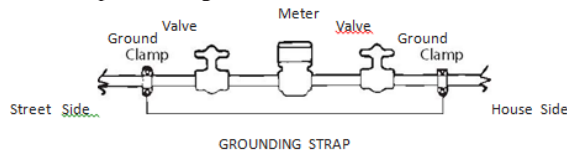
Gas Lines

- Uncapped gas line. If an appliance is installed, a permit IS needed. (Other fixtures that go with new appliance need to be up to code, as well. For example, installing a stove includes anti-tip, gas valve, and gas line.) If the line is just capped, no permit is needed.
- Improper gas lines. Homeowner can get permit if it is to dryer, stove, and water heater. If to a heating plant, licensed contractor required.

Generally NO PERMIT is needed to repair these items:

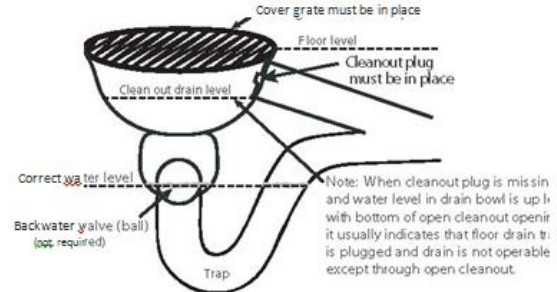
Electrical

- GFCI outlets when the test button won't trip. They do not have to be grounded, if installed on an ungrounded system.
- Missing grounding strap (jumper wire). If only one clamp is missing, or if the wire is loose.

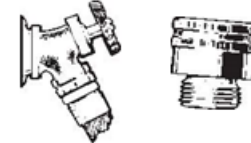


Plumbing

- Missing clean out plug.



- Toilet ballcock that is not anti-siphon
- Laundry and outside faucet (sillcocks) with threads need a backflow valve

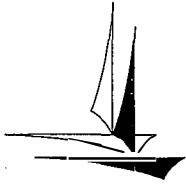


Hose connection vacuum breaker (backflow valve) screws onto faucet

- Open sewer line (broken, missing cover, etc.)
- Open waste vent (holes, broken)
- Open drain (missing trap)
- Leaking toilet (considered “unsafe” if the leak is bad enough to rot the floor)
- Tub or sink facet below the spill line. Replacing the faucet does not require a permit; installation of inline check valves does require a permit.

Smoke Detectors

- Operable smoke detectors are required outside of each separate sleeping area in the immediate vicinity of the bedrooms, and shall be installed per manufacturer’s instructions.
- Do not install within three feet of a kitchen or bathroom door. If installed within 20 feet of a kitchen stove, they shall be equipped with a silencing switch or be photoelectric type.
- Can be battery operated. If hardwired smokes are already installed, they must remain hardwired.
- Hardwired smoke detectors are required with some interior remodeling.
- CO detectors need to be installed within 10 feet of a sleeping room. They can be battery operated.

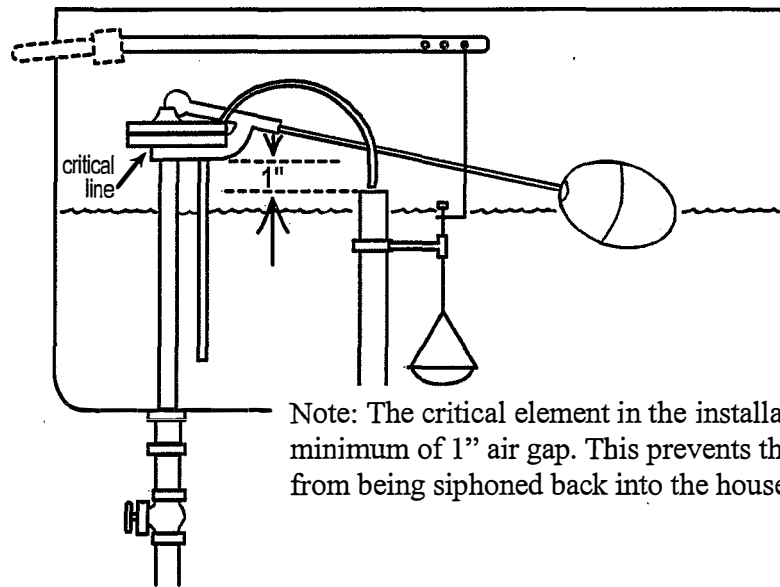


TOILET TANK ELEMENTS Anti-Syphon Ballcock

Minneapolis Department of Inspections

Revised December 2005

Approved ballcock installation



Note: The critical element in the installation is to provide a minimum of 1" air gap. This prevents the water in the tank from being siphoned back into the house drinking water.

Generally, no permit is required to make repairs to a toilet. However, a permit is required if a toilet is to be replaced, even when the homeowner does the work.

For more information about getting a permit, please call Minneapolis 311, if outside Minneapolis city limits call (612) 673-3000. Or visit us on the web at www.ci.minneapolis.mn.us/mdr

A related handout, "Common Required Repairs" can be found at <https://www.minneapolismn.gov/resident-services/property-housing/buying-selling/tish/evaluation-checklist/common-required-repairs/>

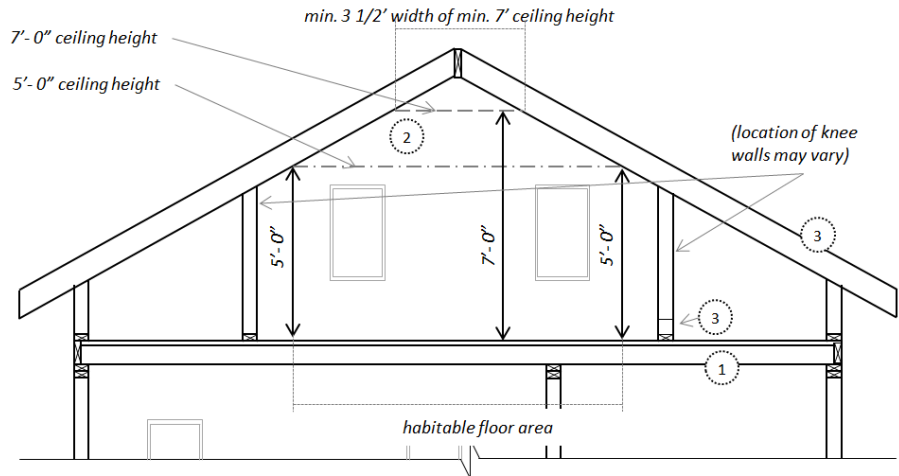
REQUIRED DRAWINGS*

*Drawings provided in this document are to be used as guides. Other drawings may be required.

Attic Section View

Indicate the following.

1. Joist size, spacing, span
2. Ceiling height, at least 3 1/2' width of a minimum 7'-0" height (The habitable floor area is measured for where the ceiling is at least 5'-0" high.)
3. Roof insulation and venting



Attic Floor Plan Showing Ceiling Height

Indicate the following.

4. Room use (floor plan) with dimensions, window sizes, etc. (Recommended scale is 1/4" per 1' minimum.)
5. One approved means of egress: an existing stair with minimum 9" treads, maximum 8" risers, minimum 30" widths, and minimum 6'-6" headroom (If new stair is intended, see stair requirements.)
6. Light and ventilation: amount of glass totaling 8% of the habitable floor area, with a minimum 10 square feet in every habitable room and at least half operable

