

General Requirements For Tenant Improvements



The Minnesota State Building Code and Richfield City Code provide minimum standards for creating an environment of health and safety for all Richfield residents.

Occupancy Group: B (Business) M (Mercantile) Type of Construction II-B Fully Sprinkled

1. Submitted plans must be stamped and signed by a registered architect.
2. A building permit is required.
3. Separate permits are required for heating, electrical, plumbing.
4. A building permit is required for modification of the existing sprinkler system.
5. A separate permit is required for signs.

State Building Code Requirements

- Plans must be drawn to scale and must show the following: MN State Building Code (MSBC)1300.0130
 - a. Plans must identify tenant name and type of business.
 - b. Type of construction
 - c. Perimeter walls of tenant space and exit doors.
 - d. Interior walls, partitions, counters, seating, merchandise racks etc.
 - e. Use of rooms or spaces.
 - f. Toilet rooms or spaces.
 - g. Aisle and corridor widths.
 - h. Fire rated corridors and walls if required.
 - i. Occupant load.
 - j. Plans must be complete and fully dimensioned
- Exits must be readily accessible and visible. Retail sales areas greater than 1500 square feet require two exits. Exit doors must swing in the direction of travel.
- Required exits must not pass through kitchens, store rooms, rest rooms, etc.
- Exit signs are required above doors and exits. International Building Code (IBC) 1003.2.10
- Exit doors must be openable from the inside without the use of a key or any special knowledge. Indicate type of hardware on plans. IBC 1003.3.1.8

- Main aisles or corridors must be not less than 44 inches in width, secondary aisles or corridors must be not less than 36 inches in width. Required width of aisles and corridors must be kept free of obstructions.
- Tenant spaces must be provided with at least one men's and one women's accessible toilet room. IBC Chapter 29 and MSBC 1341
- Toilet rooms must have a smooth non-absorbent wall surface at least 4 feet high. Painted sheetrock is not acceptable in these areas. Floors must also have a non-absorbent surface. Toilet rooms require an exhaust fan. IBC 1202.4.2.1, 1209
- Framing must be steel studs with 5/8" gypsum board on each side.
- Structural members must not be cut or modified.
- Flame spread and smoke development ratings for interior finishes must comply with IBC 801
- Safety glazing shall be installed in hazardous locations as specified in IBC 2406.
- Space must be provided for the collection, separation, and temporary storage of recyclable materials within or adjacent to the structure and must be shown on the plans. MSBC 1303.1500
- Screening of dumpster enclosures is required by City Code.
- Post the inspection record card and approved plans inside the building on a window or wall near the front door for the inspectors to sign. Call for inspections as indicated on the Inspection Record Card.
- Tenant spaces are not to be occupied until a Certificate of Occupancy has been issued. MSBC 1300.
- While not all inclusive, the above comments should be used as a general guide to code compliance.

Revised 2015