



## ADMINISTRATIVE ANNOUNCEMENT

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SUBJECT: <b>Architect required for converting IRC-1 or IRC-2 occupancies to R-2 occupancy</b>			APPROVED BY: Ken Staloch

### 2020 Minnesota Building Code Administration

#### 1300.0130 Construction Documents

##### Subp 1. Submittal Documents

....The building officer may require plans or other data be prepared according to the rules of the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design, Chapter 1800, and Minnesota Statutes, Sections 326.02 to 326.15, and other state laws relating to plan and specification preparation by occupational licenses. If special conditions exist, the building official may require additional construction documents to be prepared by a licensed design professional.

#### CCS Policy:

Construction Documents prepared by a Mn licensed architect are required for all projects converting an IRC-1 or IRC-2 occupancy to an R-2 occupancy.

Converting a single-family home or duplex to a structure with 3 or more dwelling units is a significant undertaking under the Minnesota Building Code. The applicable building code section changes from 1309, Minnesota Residential Code (IRC) to 1305, Minnesota Building Code (IBC). This change in applicable code sections constitutes a special condition.

This policy applies to remodeling projects where new dwelling units are established within an existing building and additions to existing buildings. Because the existing building will undergo a change in occupancy, the entire building is evaluated, and both existing construction and new work must comply with the requirements of the occupancy classification.

#### Definition of terms:

IRC-1: Single Family Dwelling (SFD). A building that contains one dwelling unit or one dwelling unit plus an Accessory Dwelling Unit (ADU).

IRC-2: Two Family Dwelling (TFD) aka Duplex. A building that contains two dwelling units or two dwelling units plus an Accessory Dwelling Unit (ADU).

R-2: Any structure which contains 3 or more Dwelling units. These may be also described as a Triplex, 3-Plex, 4-plex, quad home or apartment building.