TO: Building Department Staff

From: Bob Martino, Chief Building Official

Approved: Chief Building Official, Bob Martino

Effective Date: April 1, 2008

ISSUE:
With the exception of the foundation, to determine at what point a "remodel" becomes a "rebuild" of an existing residential building. And, to what degree can the existing structure be removed or torn down before the work constitutes that a substantially new structure is being built. To define the term "Rebuild" and "Remodel" for the purposes of permitting.

BACKGROUND/HISTORY:
There has not been a definitive criterion for classification of what constitutes the rebuilding of a residential structure. The determination is critical to the proper calculation of permit fees and application of building code requirements.

POLICY:
The building department has determined there are 3 basic construction methods that need to be addressed within this policy.

1. Concrete foundation/footings with slab on grade floor design.
2. Concrete foundation/footings with wood framed floor system.
3. A building that is a combination of both.

Basic criterion has been developed for each situation, and this policy may be expanded or interpreted for situations or construction methods not specifically addressed in this policy. Any attached garage area is irrelevant and is not a consideration in making this determination.**

Construction Method #1

The work will be determined to be and classified as a "Remodel" if each of the following conditions are met:
- The existing foundation/footings remain in full.
- The slab on grade floor remains in full.
- More than 50% of existing exterior and interior wall, measured in lineal feet, remains.
Construction Method #2

The work will be determined to be and classified as a “Remodel” if each of the following conditions are met:
- The existing foundation/footings remain in full.
- More than 50% of the existing wood framed floor remains, determined by square footage.
- All exterior and interior walls may be removed.

Construction Method #3

The work will be determined to be and classified as a “Remodel” if each of the following conditions are met:
- The existing foundation/footing remains in full.
- More than 50% of the existing wood framed floor portion remains based on the total original square footage. (wood+slab)
- The slab on grade floor remains in full.
- All exterior and interior walls may be removed.

Conversely, if destruction or removal of the original construction goes beyond the limits set forth above, the project will be determined to be classified a “Rebuild” for the purposes of determining permit fees and applicable Environmental Health Department requirements.

Addition of square footage or expansion of the existing building footprint in conjunction with the above type projects will be processed by the standard Building Department method for additions.

In order to facilitate the determination of classification at the time of submittal for a permit the attached check list will be used by front counter staff to make the initial determination.

Any revaluation of the initial determination shall be reviewed and made by the Supervising Building Inspector (Plancheck), Assistant Building Official, or Building Official.

**Projects requiring this review shall also be routed to the Environmental Health Department for determination of requirements for septic permitting.**
DETERMINATION OF REMODEL OR REBUILD CHECKLIST
For Department Use Only

**Existing Construction** – *(determine which construction method below applies)*

1. **Concrete foundation/slab on grade floor**
2. **Concrete foundation/ wood framed floor system**
3. **Combination of both of the above**

*Use appropriate checklist below based on above*

**Checklist 1**

- Is the entire foundation remaining? Yes ☐ No ☐
- Is more than 50% lineal feet of exterior and interior walls remaining? Yes ☐ No ☐
- Is the slab on grade floor remaining? Yes ☐ No ☐

**Checklist 2**

- Is the entire foundation remaining? Yes ☐ No ☐
- Is more than 50% square footage of wood framed floor remaining? Yes ☐ No ☐

**Checklist 3**

- Is the entire foundation remaining? Yes ☐ No ☐
- Is more than 50% of the wood framed floor portion of building remaining, Based on the total existing square footage? *(wood+slab)* Yes ☐ No ☐
- Entire slab on grade floor remains? Yes ☐ No ☐

If all questions are answered “Yes” on the appropriate check list, then the application can be determined a “remodel”

**Determination:** Remodel ☐ Rebuild ☐ Plancheck # _________

**Informational:**
- # of Existing Bedrooms _____
- # of Proposed Bedrooms _____