Application for Plumbing Permit

In accordance with the Minnesota State Plumbing Code (MSPC), permits are required for any installation, addition, extension, alteration or replacement of a plumbing system. Separate utility permits must be obtained for any outside underground sewer, water, or septic system, or connection to a municipal utility system. Common permitted plumbing work includes but is not limited to the following:

- Drainage, waste and vent
- Plumbing fixtures
- Water piping
- Gas piping
- Storm water systems
- Sumps, flammable waste or grease interceptors
- Medical gas systems
- Water conditioning
- RPZ install, re-build, or replacement
- Drinking fountains
- Chemical waste and vent

Plumbing permit applications and submittal documents are reviewed prior to issuance to ensure that the design complies with the MSPC (Minnesota Rules Chapter 4715) and that no plumbing system is installed that may endanger the public health. The Minnesota Plumbing Code requires plans and specifications to be submitted to the authority having jurisdiction and approved prior to construction of any new plumbing system or prior to any change to an existing plumbing system. Plans and specifications may not be approved without adequate information to verify compliance with the provisions of the Minnesota Plumbing Code.

Contact Information:
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Plumbing Permit Submittal Checklist

A plumbing permit must be obtained by a licensed plumber (contractor) for any installation, addition, extension, alteration or replacement made to plumbing or piping systems. The following documents are required at time of permit submittal so that Building Code Division (BCD) staff can complete their plan reviews and grant approval for your project. Permitting time will depend on the complexity of the work and the completeness of the plan submittals. If you have questions or concerns at this stage of your project, we will be happy to meet with your design team to answer questions and assist you in completing the application process.

Two complete sets of plans, specifications and submittal documents for the work being performed are required at time of permit application:

- Completed on-line permit application
- Description of work
- Utility site plan
- Floor plans / pipe sizing / fixture locations
- Roof plans / roof drainage / sizing / isometric
- Water riser isometric diagrams
- Waste and vent isometric diagrams
- Material specifications
- Medical gas system (if applicable)
- Gas riser isometric including BTU’s
Plans shall be signed by Minnesota registered engineer or Minnesota master plumber.

The following documents may be **deferred submittals** and are required prior to issuance of a permit:

- Request for alternate materials or methods
- International Code Council (ICC) Evaluation Service (ES) reports (if applicable)
- SAC Letter from Metropolitan Council (if applicable)
- Copy of State plan review letter on State licensed facilities (if applicable)

**Separate Permit** applications, plans and approvals are required for the following work:

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<thead>
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<th>Mechanical Refrigeration</th>
<th>Demolition</th>
<th>Fire Suppression</th>
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<td>Phased Construction</td>
<td>Process Piping</td>
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<td>Underground Utilities</td>
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<td>Work in Public Right of Way</td>
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<td>Wells</td>
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- The Building Official may authorize projects to be constructed using phased design and permitting. Consideration will be given to size, complexity, construction schedule and other related factors to determine if this approach is acceptable. Authorization must be obtained prior to submitting any initial building permit applications/documents. Extremely large and/or complex projects may require a preliminary meeting prior to building permit submittal.
- Requests for use of alternate materials or methods of construction must be submitted through the Architect of record office for BCD code approvals.
- Construction change orders must be reviewed for code compliance prior to construction implementation.
- Where required, plans, documents and specifications must be prepared in accordance with the MN State Board of Architecture Rules. [www.mn.gov/aelslag](http://www.mn.gov/aelslag)
- State licensing or bonding may be required for specific trade permits (eg. Plumbing, HVAC, Electrical) [www.dli.mn.gov/CCLD/Forms.asp](http://www.dli.mn.gov/CCLD/Forms.asp)