

# Minneapolis Development Review

## We're located downtown

250 4<sup>th</sup> St. S. – Room 300  
Minneapolis, MN 55415

## Service Center hours

Monday, Tuesday, Wednesday & Friday  
8 a.m. – 3:30 p.m.

Thursday 9 a.m. – 3:30 p.m.

Service Center hours reflect the additional time needed to help customers with projects that require review. To ensure there is time to properly review plans, customers who need Plan Review, Zoning, Preservation & Design services or Housing or Rental Licenses services must sign in by 3:30 p.m.

## Permit Counter hours

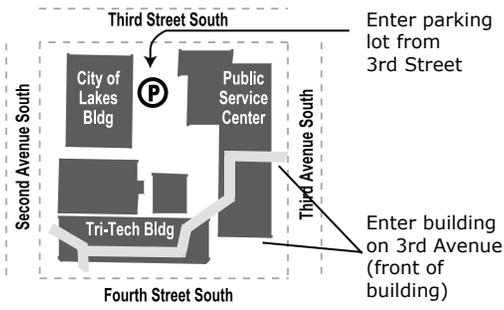
Monday, Tuesday, Wednesday & Friday  
8 a.m. – 4 p.m.

Thursday 9 a.m. – 4 p.m.

The Permit Counter is for simple permit applications which do not require a review.

## Free customer parking

Visitors conducting business at the Minneapolis Development Review Service Center can receive up to two hours of free parking in the lot next to the Public Service Center (enter on Third St. S.).



Bring your parking lot ticket to our office and we will give you a validated parking token. Otherwise, parking costs \$15.

# Online Permitting

Because some projects do not require a plan review, registered, licensed contractors can obtain these three types of permits online for projects at single and two-family homes:

## 1. Plumbing permits for:

- Replacing existing plumbing fixtures or water lines.
- Replacing an existing gas water heater with a new gas water heater.
- Replacing or relocating an existing water meter.
- Replacing or relocating an existing gas meter.
- Replacing or installing a gas fireplace, stove or dryer.

## 2. Exterior Structure Maintenance permits for:

- Repairing or replacing existing wood features without altering the structure.
- Repairing or replacing brick veneer or chimney.
- Removing existing roof material and replacing with new roofing material.
- Repairing or replacing siding without altering the structure.
- Repairing or replacing stucco or plaster.
- Replacing windows (as long as there is no change to size of rough opening).

Note: A combination of the above projects may require a General Contractor's license.

## 3. Street Use permits for:

- Placing a dumpster or storage container on the street for 30, 60 or 90 days.

## Visit our website

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



### Minneapolis Development Review

250 Fourth Street South, Room 300, Minneapolis, MN 55415  
Contact us at **311** or **612-673-3000** (main number)  
**612-370-1416** (fax), **612-673-2157** (TTY) or visit the website at [www.ci.minneapolis.mn.us/mdr/permits/index.asp](http://www.ci.minneapolis.mn.us/mdr/permits/index.asp)

If you need this material in an alternative format please call 612-673-2162.  
**Attention** - If you have any questions regarding this material please call 311.  
**Hmong** - Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 612-673-2800. **Spanish** - Atención. Si desea recibir asistencia gratuita para traducir esta información, llame 612-673-2700. **Somali** - Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac 612-673-3500.

# Minneapolis Development Review



To ensure the safety, health, and livability of our community, the City of Minneapolis requires permits or licenses for development, construction, remodeling and renovation projects. Minneapolis Development Review staff are committed to helping contractors, developers, commercial owners, homeowners and landlords navigate the process and efficiently obtain all reviews, licenses, permits and inspections.



### Minneapolis Development Review

[www.ci.minneapolis.mn.us](http://www.ci.minneapolis.mn.us)

## Development coordinators

Development Coordinators function as your customer liaison and primary point of contact. Even if your project must be reviewed by several staff members, you'll have one person to contact with questions or for help with permit processes, procedures and fees.

To obtain a Development Coordinator for your project:

- Visit the Minneapolis Development Review service center,
- Call Minneapolis **311** (or **612-673-3000**, if calling from outside Minneapolis), or
- E-mail: [development@ci.minneapolis.mn.us](mailto:development@ci.minneapolis.mn.us)

## Zoning approval

Zoning laws, which govern how land and buildings can be used in residential, commercial and industrial areas, ensure that each area of the city retains its distinct identity and new uses remain compatible with existing uses. Zoning governs major development proposals as well as smaller home improvements such as building a deck, addition, fence or garage.

To ensure your project is in compliance with the City's Zoning Code and Comprehensive Plan, planners will review construction-related permits and land use applications. As part of the Zoning Code review, you may also need to go through a Heritage Preservation review.

## Obtaining permits

Permits are one way the City helps ensure building safety and ordinance and code compliance. In general, you need a permit for any project that alters the structure of a building or involves changes to the gas, heating/cooling, water/sewer, mechanical or electrical\* system.

Depending on the size of your project, one or more permits may be required. Minneapolis Development Review staff will determine which type of permit or permits is needed (building, electrical\*, noise, plumbing mechanical/heating, wrecking/moving, street use, elevator, sign, soil erosion, etc.).

## Permits needed

Here are a few examples of projects that require a permit:

- New construction.
- Additions.
- Interior remodeling.
- Interior or exterior demolitions.
- Attic and/or basement conversions.
- Adding/removing a dwelling unit.
- Roofing.
- Siding.
- Door or window replacement.
- Retaining walls over 4' high.
- Fence construction.
- Stair/stairway installation or repair.
- Garage construction.
- Swimming pool installation or removal.
- Deck installation.
- Brick or stone façade repair or installation.
- Construction of accessory structures.
- Electrical work.\*
- Mechanical/heating work.
- Plumbing work.
- Placing a dumpster in the street.
- Moving a building.
- Noise caused by after-hours work.
- Elevator/escalator installation or repair.
- Sign or awning installation.
- Projects that will cause soil erosion.

Please note: This is not a comprehensive list. Be sure to check with the City of Minneapolis about any project you are considering. Contact Minneapolis Development Review or call **311** or **612-673-3000**.

\* If your project involves electrical work, the electrical permit will be reviewed and issued by the State of Minnesota. The City of Minneapolis does not issue electrical permits. (For more information, call the Minnesota Department of Labor and Industry – Electrical Division - at 651-284-5064.)

Use our guest computers in Development Review to research information in our system or file an online permit application.

**Before beginning a project, always verify whether you need a permit.** Permits are required for contractors *and* homeowners — even homeowners working on their own homes. Operating without a permit can result in additional fees for unpermitted work and project delays. For questions about permits, simply dial **311** if you are in Minneapolis. If you are outside city limits, call **612-673-3000**.

Homeowners should not get permits for work to be done by contractors. The person who obtains the permit is responsible for completing the work correctly.

## Some projects do not require a permit

These projects do not require a permit:

- Installing storm windows & storm doors.
- Installing gutters and downspouts.
- Installing or replacing soffit or fascia.
- Painting or wallpapering.
- Installing tile, carpeting, countertops, shelving and similar finish work.
- Replacing cabinets without removing walls.
- Repairing existing windows.

## Other services available at Minneapolis Development Review

Minneapolis Development Review is also the place to visit to obtain:

- Critical parking permits.
- Business licenses.
- Pet licenses.
- Rental licenses.

