

### When are permits required?

- Prior to starting any work that requires a permit - including interior demolition
- For all work not specifically exempt by the building code
- Applies to all work to be done by homeowners, contractors and residential/commercial property owners
- Homeowner/occupant - you still need a permit to work on your home

*\*Many projects require more than one type of permit -- A project may also need plan review (see reverse side)*

### A Building Permit is required for:

- Stairs (add or rebuild) all interior stairs and exterior stoop-steps for access to structure
- New/replacement doors, windows including glass block, skylight and egress
- Additions
- Kitchen or bath remodels
- Interior demolition and interior remodeling (e.g. removal of plaster/sheetrock/re-rocking)
- Demolition of buildings
- Garages
- Fences over 7 ft.
- Structural repairs/replacement (e.g. joists, rafters, etc.)
- Siding – house or garage
- Roofing – house or garage
- Retaining walls over 4 feet in height
- Decks/porches over 30 in. in height OR attached to the structure OR that provide access to the home
- Sheds/greenhouses/utility buildings with an interior area over 200 square feet
- Swimming pools 24 in. or deeper + over 5000 gallons in capacity

*\*A building permit is not required when only painting, wallpapering, carpeting or changing cabinets & countertops.*

### A Plumbing Permit is required:

- For all water piping and water heaters in all buildings plus new/replacement fixtures in buildings with 3+units
- To connect/reconnect gas appliances such as stoves, dryers and fireplaces in all buildings

*\*A plumbing permit is not required for minor maintenance such as repairing/replacing a faucet or a leaking trap or replacement of an existing fixture in 1 and 2 unit homes when no piping is changed in the process.*

### A Mechanical Permit is required:

- When installing/replacing a furnace, boiler, A/C, exhaust fan(s)
- Replacing or making changes to all heating and cooling systems, (both residential and commercial) including the associated piping / ductwork / radiators / gas line / flue

*\*Only a Minneapolis licensed contractor can connect the gas-line and flue on gas fueled heating equipment*

*\*Electrical permits/inspections are arranged through the state. Call 651-284-5064 for an application.*

*\*Only City of Minneapolis licensed solid waste haulers or wrecking contractors (class A or B) may obtain a street use permit for dumpsters. For personal storage containers, the container company is responsible for obtaining the permit.*

### What Information do I need to provide for my permit?

- For Plan review: two copies of detailed drawings/plans with accurate measurements are needed for any structural alterations, replacements or additions such as decks, stairs, additions, adding rooms to the basement or attic, installing egress windows or building a garage.
- Zoning Approval will be needed for installing an egress window, addition to the structure, new/replacement deck, new/replacement stairs & stoop, new/replacement porch, new/replacement detached garage, sometimes a fence. You will need a site plan for zoning approval.
- Plans are not needed for re-roofing / re-siding / replacing windows or doors when they are the exact same size/same location as the originals.

### How do I apply for a permit?

- Bring the required information/plans to the Minneapolis Development Review (MDR) on 3<sup>rd</sup> floor.
- Sign-in at the counter. MDR staff will do a brief review and discuss your project and the process with you
- You will be direct to the appropriate section that will begin your permit (zoning, plan review or permit payment and issuance). Complicated projects may need to be left at MDR for review.
- Once you receive all your approvals, stop at the permit issuance counter to pay and obtain your permit.

*\*Remember to ask for your parking lot exit token. You must exchange your parking slip/ticket for the token.*

### Minneapolis Development Review is located at 250<sup>th</sup> 4<sup>th</sup> Street S. – 3<sup>rd</sup> floor

#### For more information:

- Phone Numbers: Zoning, Minneapolis Development Review, Permit Issuance-call 311 (in Minneapolis) or 612-673-3000
- City of Minneapolis Website: [www.minneapolismn.gov](http://www.minneapolismn.gov)
- Construction Code Services Permit Information: [www.minneapolismn.gov/ccs/ccs\\_permitinfo](http://www.minneapolismn.gov/ccs/ccs_permitinfo)

**PARK FREE** in the Minneapolis Development Review surface lot on 3<sup>rd</sup> Street between 3rd and 2nd Avenues, watch for the sign. MDR is down the alley in the green-blue building. Take the elevator to the 3<sup>rd</sup> floor. Bring your parking slip/ticket to the permit counter to exchange for an exit token.

Spanish- Atención. Si desea recibir asistencia gratuita para traducir esta información, llama 311

Somali- Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac 311

Hmong-Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 311

English- Attention. If you want help translating this information in any other language, call 311

Sign Language Interpreter- 311 TTY: 612-673-2626

\*Outside City, call 612 673-3000