



Community Planning and Economic Development
Construction Code Services
Building Official Patrick Higgins
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Residential Mechanical Permits and Inspections

This document is intended to inform mechanical contractors on the inspections process in the City of Minneapolis.

1. Scope:

This procedure is for 1 and 2 family residential installations only.

2. For complete system replacement:

In existing structures of the age that could potentially contain asbestos covered heating systems, it is requested that the inspector perform a visual inspection of the heating plant to be removed to verify no asbestos is present. In lieu of this inspection, or in cases where asbestos is present, a copy of a state issued asbestos abatement permit or an aggressive air sampling and asbestos clean-up report performed by a licensed contractor can be presented prior to first inspection.

3. Scheduling appointments:

It is acceptable for home owners to schedule inspections and meet with the inspector on most projects. A representative from the permit holder shall not be required to meet the inspector on the initial inspection. The permit applicant is the responsible party however, and it is the applicant's responsibility to ensure that the inspection request is made in a timely manner.

4. Inspections:

A rough in inspection is required on all concealed mechanical installations and for attic installations before ducts are insulated. Duct blaster test results shall be provided by the applicant at this time.

5. Required Documents:

Upon completion of all newly installed gas, oil or fuel burner equipment the following documentation is required:

- [A completed heat test record](#) (ORSAT test) including installers name and competency card number
- [Heat loss calculation](#)
- The appliance operating manual

6. Code Violations:

If violations are found, the attendance of a credentialed representative of the company that holds the permit may be required for a re-inspection.