

## Commercial Plumbing and Other Permits Submitted to the State

Plumbing permit applications should be mailed or delivered to the City of Apple Valley Inspections Division at 7100 147<sup>th</sup> Street W, Apple Valley MN 55124. Plumbing permits cannot be issued until the plumbing plans are approved by the Plumbing and Engineering Unit of the Department of Labor and Industry. Plumbing plans must be drawn by a registered mechanical engineer or a master plumber. Plumbing plans must be sent to the Minnesota Department of Labor and Industry for plan review at:

*Minnesota Department of Labor and Industry  
Plumbing and Engineering Unit  
443 Lafayette Road N  
St Paul MN 55155*

A Plumbing plan review application must accompany the plans. The plan review application may be obtained from the **Minnesota Department of Labor and Industry Plumbing and Engineering Unit**.

The Plumbing and Engineering Unit may take up to six weeks to complete their plan review. They offer an accelerated plan review for an additional fee. Questions about plumbing plans or plan review will be answered by the **Minnesota Department of Labor and Industry Plumbing and Engineering Unit** at 651-284-5063.

For commercial projects, another set of plans must be sent to the **Metropolitan Council Environmental Services (MCES)** to determine the Sewer Availability Charge for the building. Their determination is usually made within five business days and forwarded to the City. The building permit for the project will not be issued until the City receives their determination. Additional information may be obtained by contacting the **MCES Municipal Services Department** at 651-602-1421 or fax 651-602-1030.

Restaurants in Minnesota must be licensed by the **Minnesota Department of Health**. For licensing information call 651-201-4500. The Department of Health and the Minnesota Department of Agriculture must also approve plans for Grocery Stores, Delicatessens, Butcher Stores, Bakeries, and Convenience Stores at 651-201-6000 or 1-800-967-2474.

**Note:** City of Apple Valley requires grease traps for restaurants and businesses that generate a high volume of grease.



### **“Minor Remodel” PLUMBING Plan Review Checklist**

The purpose of this checklist is to provide guidance to determine if a proposed project may be considered “Minor Remodel” in areas where DLI performs plan review. “Minor Remodel” must be five or fewer standard plumbing fixtures in *non-licensed facilities and must have prior approval by the Administrative Authority.* To qualify for “Minor Remodel,” ALL boxes in Part A and Part B must be checked “no.”

#### **Instructions:**

- If you answer “yes” to any of the questions below, STOP and submit complete plumbing plans to DLI for review and approval prior to installation. The proposed work does not qualify.

#### **Part A. Facility Licensure:**

- yes  no  1. Is the proposed work in a state licensed healthcare facility or state correctional facility?  
yes  no  2. Is the proposed work in a commercial kitchen; licensed facility serving food and/or beverage service or food preparation area; or in agricultural licensed food processing/food manufacturing facility; or similar licensure?  
**Examples are:** convenience stores, fast food and commercial restaurants, continental breakfast areas, bars, coffee shops, bed and breakfast, wineries serving the public, grocery stores, delis, etc.

#### **Part B. Scope of Minor Remodel:**

- yes  no  3. Scope of work is MORE than 5 plumbing fixtures?  
yes  no  4. Consist of new water and/or sewer services?  
yes  no  5. Has the plumbing been installed or completed?  
yes  no  6. Is the proposed plumbing work for a new building?  
yes  no  7. Includes water softener or a water treatment installation?  
yes  no  8. Includes a new water heater with capacity greater than 6 gallons?  
yes  no  9. Includes a flammable, grease, or any other interceptor?  
yes  no  10. Include any fixtures connecting to a chemical waste system or acid neutralization tank?  
yes  no  11. Scope includes alternate materials, fixtures or methods?  
yes  no  12. Installation or modification of any stormwater piping or roof drains?  
yes  no  13. Installation any equipment that will require a pressure or atmospheric vacuum breaker, or a reduced zone pressure (RPZ) backflow preventer on the water supply line?  
yes  no  14. Includes any outside plumbing such water and sewer service connections?  
yes  no  15. Includes nonconventional venting such as combination waste and vent system?  
yes  no  16. Includes a bathtub, combination shower/tub, whirlpool tub, salon sink, or pedicure spa tub?  
yes  no  17. Includes nonwater urinal?  
yes  no  18. Includes a sump pump or a macerating toilet system?  
yes  no  19. Includes a hand sink, three-compartment sink, or food prep sink?  
yes  no  20. Unsure if the work may qualify or not?
- If you answer “no” to ALL questions in both A and B, you may contact the proper administrative authority for their approval then proceed to fill out the required plumbing permit application.

For more information on minor remodel, visit:

<http://www.dli.mn.gov/CCLD/PlanPlumbingFAQ.asp> and

[http://www.dli.mn.gov/CCLD/PlanPlumbingFAQ.asp#minor\\_remodel](http://www.dli.mn.gov/CCLD/PlanPlumbingFAQ.asp#minor_remodel)



**City of Apple Valley Commercial Plumbing Permit Application**  
**7100 147<sup>th</sup> Street W, Apple Valley MN 55124**  
**952-953-2588**

**ALL INFORMATION IS REQUIRED**

Site address \_\_\_\_\_ Suite # \_\_\_\_\_ Tenant \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Contractor must provide current Plumbing Bond and Certificate of Insurance.**

**Plan review is required.**

Plumbing contractor \_\_\_\_\_ Phone \_\_\_\_\_

Email Address (Required) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

License number \_\_\_\_\_ License Verified \_\_\_\_\_ Contact \_\_\_\_\_

Applicant is: \_\_\_\_\_ Property Owner \_\_\_\_\_ Contractor \_\_\_\_\_ Other \_\_\_\_\_

Signature of applicant \_\_\_\_\_

Date \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

This project will include Backflow/RPZ's and this information will be provided.

**Commercial:**

Permit Fee (contract value X 0.0163)..... \$ \_\_\_\_\_ X 0.0163 = \$ \_\_\_\_\_

State Surcharge (Valuation at 2,000 or less, surcharge is \$1.00) \$ \_\_\_\_\_

State Surcharge (Valuation above 2,000 to 999,999)

Contract value X \$0.0005..... \$ \_\_\_\_\_ X 0.0005 = \$ \_\_\_\_\_

State Surcharge at 1 million or above, please contact building inspections.

**Total commercial fee (minimum fee is \$74.00 plus surcharge) \$ \_\_\_\_\_**

**Plan review and approval of plumbing plans are required by the Minnesota Department of Labor and Industry before issuance of permit. (Verify with inspector)**

**Call 952-953-2441 or 2400 for meter information. Meter(s) will be paid for at City Hall prior to picking the meter up at Central Maintenance Facility, 6442 – 140<sup>th</sup> Street West.**

**CALL ONE DAY IN ADVANCE BEFORE METER PICK UP.**

Reviewed By: \_\_\_\_\_

<b>Inspections Required</b>		
____ Rough In/30 Minutes or 60 Minutes	____ Final/30 Minutes	____ Miscellaneous
____ Above Ceiling	____ Final/60 Minutes	____ Gas Line/Air Test
____ Underground	____ Sewer and Water	____ Manometer

Date Paid \_\_\_\_\_ Check # \_\_\_\_\_ Permit # \_\_\_\_\_