

Plumbing Plan Review Application

When e-mail addresses are provided, correspondence will be sent electronically rather than by the USPS.

Type of Project (check all that apply)

- New Construction Addition Remodel
 Food service/bar/lodging Hospital/Nursing Home

Building Service Information

SEWER

WATER

- | | |
|---|--|
| <input type="checkbox"/> New municipal | <input type="checkbox"/> New municipal |
| <input type="checkbox"/> Existing municipal | <input type="checkbox"/> Existing municipal |
| <input type="checkbox"/> New on-site septic system | <input type="checkbox"/> New private well |
| <input type="checkbox"/> Existing on-site septic system | <input type="checkbox"/> Existing private well |

Project Information and Location

PROJECT NAME		
PROJECT STREET ADDRESS		
CITY	TOWNSHIP <small>(if not in city limits)</small>	COUNTY

Plan Review Applicant

NAME	PHONE NUMBER
MAILING ADDRESS	EMAIL
CITY	STATE ZIP CODE

Plumbing System Designer

NAME	PHONE NUMBER
MAILING ADDRESS	EMAIL
CITY	STATE ZIP CODE

Project Owner

NAME	PHONE NUMBER
MAILING ADDRESS	EMAIL
CITY	STATE ZIP CODE

Required Information

Provide one full-size set of plans that include the following:

- Utility Site Plan** (if new services are to be installed)
 Floor Plan (show fixtures/horizontal waste piping/pipe sizes)
 Roof Plan (if internally piped roof drains are proposed)
 Water Riser Diagrams
 Soil, Waste and Vent Riser Diagrams
 Plumbing Specifications
 Designer's Signature & License No. (on each plan sheet)

Plan Submittal Format (see back)

- Paper Electronic

Fee Schedule

1. Choose only one of the following:

- Building Sanitary Sewer and/or Water Service Only** \$ _____

(This fee applies when scope of work does NOT include interior plumbing)

\$150 flat rate - OR -

- Plumbing System** - OR -

(This fee applies to interior water distribution and drain/waste/vent systems, and water and/or sewer service connections)

Based on total number of drainage fixture units (DFU)

- | | |
|--|--------------------|
| a. 25 or fewer DFU | _____ \$150 |
| b. 26 to 50 DFU | _____ \$250 |
| c. 51 to 150 DFU | _____ \$350 |
| d. 151 to 249 DFU | _____ \$500 |
| e. 250 or more DFU: multiply \$3 times number of DFU to a maximum of \$4,000 | |

Total DFU _____ \$ _____

- 2. Interceptors/Separators**
 (grease interceptors, flammable waste interceptors, etc...)

\$70 per design \$ _____

- 3. Storm Drainage System (\$150 min)**
a) Roof drains and overflow roof drains

Number of roof drains: _____ X \$50 \$ _____
(\$500 max)

and/or **plus**

- b) Storm water interceptor, separator, or catch basin designs**

Number of designs: _____ X \$70 \$ _____

Storm Total: \$ _____
(\$150 min)

TOTAL (add fees from Items 1, 2, and 3) \$ _____

Check or money order must be made payable to Minnesota Department of Labor and Industry (DLI). Mail plans and fees to: MN DLI, Plumbing Plan Review and Inspection, 443 Lafayette Road N., St. Paul, Minnesota 55155-4343.

The purpose of a plan review is to ensure that the design complies with the Minnesota Plumbing Code (Minnesota Rules, Chapter 4714) 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 Minnesota Department of Labor and Industry and approved prior to construction of any new plumbing system or prior to any change to an existing plumbing system serving a public building. Plans and specifications will not be approved without adequate information to verify compliance with the provisions of the Minnesota Plumbing Code.

Plumbing plan submittals must include the following:

- **Completed Plumbing Plan Review Application**
- **Utility Site Plan:** Show the building, service lines, pipe sizes, slopes, materials, and well and septic system locations on the property. If no new service connections will be installed, include a statement.
- **Floor Plan:** Show all fixture locations, all horizontal drainage pipe locations and all pipe sizes for new plumbing.
- **Roof Plan:** Show the location of roof drains and the roof area served by each roof drain. If no internally piped roof drain will be installed, include a statement.
- **Water Riser Diagrams:** Isometric drawings of the water supply system showing all pipe sizes and all fixtures.
- **Soil, Waste and Vent Riser Diagrams:** Isometric drawings of the waste and vent system showing pipe sizes and fixtures.
- **Plumbing Specifications:** Include a list of the manufacturer and model numbers of the plumbing fixtures, a list of pipe materials including the quality standard (ANSI, ASTM, etc.), testing and disinfection procedures.
- **Signature:** The plans must be designed by either an engineer that is registered in the state of Minnesota, or by the licensed master plumber that will be installing the plumbing. Each sheet must be signed by the designer.
- **Required Plan Review Fee:** Please calculate the required plan review fee carefully. Overpayment or underpayment will delay your plan review. Checks returned for nonpayment will be charged a \$30 fee (M.S. 604.113, subd. 2). An interactive fee worksheet can be found at: www.dli.mn.gov/CCLD/PlanPlumbingCalc.asp

**INCLUDE ALL OF THE REQUESTED INFORMATION
INCOMPLETE OR ILLEGIBLE INFORMATION WILL DELAY YOUR PLAN REVIEW**

Plan Submittal Format:

- **Paper:**
 - To submit a printed copy of the plans, please send this completed application; a check or money order made out the MNDLI for the required plan review fee; and a complete set of plans and specifications to Department of Labor and Industry, Plumbing Plan Review and Inspection, 443 Lafayette Road N., St. Paul, Minnesota 55155-4343.
 - **Electronic:**
 - Construction plans may now be submitted electronically through ProjectDox, the department's ePlans software. ProjectDox is a web-based program which requires an initial set-up of the user's computer workspace before ePlans will be fully functional. Please refer to the [ePlans User Guide \(http://www.dli.mn.gov/cclld/pdf/MN-DLlePlansUserGuide.pdf\)](http://www.dli.mn.gov/cclld/pdf/MN-DLlePlansUserGuide.pdf) for complete information on submitting plans through ProjectDox, including the required initial set-up.
 - To submit plans electronically, send this completed application and required plan review fee to the department (see address listed above). The application will be recorded by the department and an email invitation to participate in ePlans will be sent to the applicant email address identified on the plan review application. Verify that the address 'noreply.DLI@mn-us.avovecloud.com' is added to the email client's Safe Sender List to prevent this email from ending up in the Spam or Junk E-mail folder.
 - A means to apply and pay the plan review fee electronically is currently under development by our department. Until this is completed, the application and plan review fee must be sent via USPS or courier service.
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Additional Information:

- If the plumbing contractor is different than the designer, please provide their address and phone.
- If you have any questions regarding the required information for plan review, please see our Web site at www.dli.mn.gov/CCLD/PlanPlumbing.asp or call (651) 284-5063.
- For current plan review turnaround time, please call (651) 284-5043.
- It shall be the duty of the submitter to furnish the contractor with a copy of plans and specifications identical to those approved by the Minnesota Department of Labor and Industry for use on the project. Construction shall be performed in accordance with the approved plans and specifications, unless permission for changes has been approved by the proper administrative authority. Approved plans must be retained at the site.

This material can be made available in different forms, such as large print, Braille, or on a tape. To request, call 1-800-342-5354.