



540 West Hills Circle
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The Owatonna Building Inspection Division would like to announce some positive changes related to commercial “minor remodel” plumbing plan review and site utility installations for residential and commercial projects. These changes will allow a faster permitting process for some plumbing alteration projects.

The State of Minnesota has revised the commercial plumbing plan submittal and review process to allow the local jurisdiction to review and issue permits without state review on small projects including (seven (7) or fewer standard plumbing fixtures) in “minor remodeling” projects and new installations that do not include state licensed facilities, commercial kitchens, food related occupancies or new construction buildings. A plumbing plan and riser diagram typical to what would normally be submitted to the state will still need to be submitted for permit application and local review. Please contact the inspection division for additional information regarding the submittal of these smaller projects. Attached to this email is a checklist to assist you in determining whether the project would need state review or local review. For additional information please visit MN Department of Labor and Industry website at: [Minor remodel plumbing plan review checklist](#)

Certified pipelayer: an individual who has completed pipe-laying training recognized by this agency and has a certificate to show record of the training. This certificate, or "pipelayer's card," may be carried by an individual in lieu of a plumber license to work on water service pipes, building drain/sanitary sewer pipes and storm sewer pipes within the property lines of a facility or residence, but not inside of buildings. This does not qualify a person to work on interior plumbing (which requires a plumber license). This credential authorizes the person to work statewide on these exterior plumbing systems. [Water and sewer pipe-layer training best practices](#)

The City of Owatonna shall require “Certified Pipelayers” to be licensed through the City of Owatonna in addition to the state licensing and bonding requirements. City Ordinance Section 476 requires any person carrying on the business of plumbing in which any connection is being made to the water pipes, water mains, branch sewers, storm sewers, drains, or other service pipes connected to the sewage system of this municipality to be licensed with the City of Owatonna. An application shall be submitted and fee paid (\$10.00). Please provide a copy of your “Certified Pipelayers card” and MN State bonding information along with the application to the Owatonna Building Inspection Division for licensing. Attached to this email is an application for this licensing. Yearly renewal of this license is required. In addition, for new commercial construction, the division will be evaluating on a case-by-case basis the option to allow contractors to begin footing and foundation work prior to having the full state plumbing review complete. Coordination with the contractor can be discussed to provide sleeves or a partial installation of services below the exterior wall foundation until state submitted plans and approvals can be obtained. Other plumbing work will not be allowed to commence until full approvals are obtained as outlined within the State Plumbing Review process. See MN Department of Labor and Industry website: [Plumbing | Minnesota Department of Labor and Industry](#)

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Building Official
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BUILDING INSPECTIONS DIVISION

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