

OFFICE MEMORANDUM

DATE: January 24, 2012



*A trusted resource utilized by
employees and employers ...*

2012 Plumbing Plan Review Process

The purpose of this memo is to identify the internal process of the Department of Labor and Industry for efficiently acting on plumbing plans received by its Plumbing Plan Review Program.

Authority: *Minn. Stat. §326B.43; Minn. Rule parts 4715.3130; 1300.0130*

1. **Small remodel projects consisting of five or fewer fixtures may proceed without approval of plans or specification by the Commissioner.** This is authorized by Minn. Stat. §326B.43 subd. 1, and applies to standard installation, replacement or relocation of fixtures and materials approved by the administrative authority. This type of work presents no ambiguity of code compliance for a licensed plumber, and an inspection must still be conducted by a qualified inspector to verify compliance with the Plumbing Code.

The five fixture exemption does not apply to state licensed facilities as defined in Minn. Stat. §326B.103 subd. 13, commercial kitchens, or other food preparation areas. Plans for installation, replacement or relocation of fixtures in these facilities may not proceed without plumbing plan approval. Projects in state licensed facilities and food establishments tend to present unique plumbing design problems, have associated health risks and safety concerns, and therefore, are not exempt from plumbing plan review.

2. **With respect to all other plans, a Report on Plans which authorizes the plumbing permit to be issued and work to begin will be provided after plans have been reviewed by the Department. This report will state that the plans are approved for construction, noting any specific code violations discovered during the review which must be corrected at the time of installation.** This authorization is premised upon expected communication between the designer and the contractor about code violations on the plans that will be corrected in the field by the contractor. With a Report on Plans, it is not necessary for the plumbing designer to follow up with DLI staff in writing with corrected plans. It will be explicitly stated in the Report on Plans that the work must be installed in compliance with the Plumbing Code. General code informational comments commonly missed on plans that are considered minor and do not have any significant impact on the design will be included in separate handouts.

This change will result in projects being able to begin immediately after receiving a Report on Plans and obtaining a plumbing permit, thus allowing work to begin days or weeks sooner than in the past. Further, it will result in fewer review hours for plumbing plan review personnel.

3. **A Plan Correction Letter will be issued if plans are incomplete or deficient to the point where a review cannot be performed or when requests for alternates are received.** If a Plan Correction Letter is issued, the plan designer must then provide additional documentation or resubmit a complete set of plans before a permit will be issued. Once the information is re-reviewed and found to be acceptable, a Report on Plans will be sent and the permit may be issued.