



# CCLD REVIEW

CONSTRUCTION CODES AND LICENSING DIVISION

FALL 2007

## Steve Sviggum named new Labor and Industry commissioner



Steve Sviggum was appointed commissioner of the Minnesota Department of Labor and Industry (DLI) by Governor Tim Pawlenty on July 17, 2007.

In this role, Sviggum – a fifteen-term Minnesota House of Representatives member and former Speaker – leads Minnesota’s effort to protect the health and safety of workers and employers in all parts of the state.

In addition, Sviggum continues his public service commitment to enhance job opportunities and make Minnesota a better place to live, work and raise a family.

“Minnesota’s workers and businesses rely on the Department of Labor and Industry as a trusted resource and regulator,” Governor Pawlenty said. “Steve is known for his ability to work with and listen to people on all sides of an issue. His philosophy has always revolved around balance and I know he’ll bring that to DLI.”

The Minnesota Department of Labor and Industry performs a variety of functions: overseeing the workers’ compensation system for the state; preventing workplace accidents and illness through OSHA consultation and compliance efforts; certifying and monitoring the state registered apprenticeship program; monitoring compliance with labor laws; and regulating the state’s construction codes and licensing activities.

Sviggum was first elected to the Minnesota House of Representatives in 1978. He served four terms as Speaker of the House and three terms as House Minority Leader.

Sviggum and his family are beef and grain farmers in the Kenyon area.

“I’m looking forward to this next challenge in my public service career,” Sviggum said. “Enhancing jobs and furthering the health, safety and protection of Minnesota’s worker’s and employers is an important task and I’ll tackle it with energy and fairness.”

## Building officials and inspectors provide flood-assessment assistance



Storms and flooding caused widespread-property damage in southeastern Minnesota in August. After the floods, approximately 50 CCLD staff, volunteer building officials and inspectors responded by working together to provide on-site damage-assessment assistance. During Aug. 21-25, 2007, the group assessed 969 structures and placarded damaged buildings for occupancy worthiness.

# Alternate materials, design and methods of construction and equipment

Minnesota State Building Code, Rules Chapter 1300.0110, Subpart 13, covers alternate materials, design, and methods of construction and equipment and states in part;

“The code is not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by the code, provided that any alternative has been approved. An alternative material, design, or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the code, and that the material, method, or work offered is, for the purpose intended, at least the equivalent of that prescribed in the code in quality, strength, effectiveness, fire resistance, durability, and safety.”

When using this section, consider the commentary in the IRC, 2006 code and commentary, volume 1, as published by the International Code Council, which states in part;

“Although the code reflects current technologies, it is impossible to foresee all potential applications of new materials, construction techniques or design methods. The Code encourages the use of new materials and technologies by allowing them to be presented to the building official for approval. The building official must approve a proposed alternate when it is found to be satisfactory and in compliance with the intent of the provisions of the code and is equivalent to that prescribed by the code.”

Ultimately, the building official decides if the proposed alternative is equivalent to the material or method specified in the prescriptive provisions of the code.

If it is, the alternate “shall be approved” by the building official. The details of any action granting approval of an alternate shall be recorded and entered in the files of the Department of Building Safety.

## Now online: Recent additions to the CCLD Web site

[www.doli.state.mn.us/cclid.html](http://www.doli.state.mn.us/cclid.html)



- Licensing and Certifications  
New home page [www.doli.state.mn.us/license](http://www.doli.state.mn.us/license)
- ‘Who to contact’ phone and e-mail address list  
[www.doli.state.mn.us/cclidcontactus.html](http://www.doli.state.mn.us/cclidcontactus.html)
- Rulemaking proceedings:  
[www.doli.state.mn.us/rulemaking\\_activity.html](http://www.doli.state.mn.us/rulemaking_activity.html)
- Free *Electrical Request for Inspection* (REI) forms  
[www.electricity.state.mn.us/eli\\_inspection\\_forms.html](http://www.electricity.state.mn.us/eli_inspection_forms.html)
- Recent Building and Accessibility Division Opinions:  
07-01: Headlok foundation system  
07-02: Group S occupancy

## Notice: Plumbing plans must have a signature and license number regardless of the project location

Beginning Dec. 1, 2007, all people contracting for plumbing in Minnesota must be licensed (see page 11 in this newsletter). Also beginning that date, all plumbing plan sheets and specifications submitted to the Plumbing Plan Review and Inspection Unit must be signed by the designer (licensed plumber or engineer), regardless of the project location. The designer must also include their license number with the signature.

Unsigned plans will be returned for the appropriate signature, which will delay the review and approval of a project. Previously, the unit only required signed plans for facilities located in cities with a population of more than 5,000.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

John P. Doe  
JOHN P. DOE

#208800                      08-01-07  
REG. NO.                      DATE

SITE PLAN

MONUMENT SIGN  
DRAWING INDEX  
PROJECT DATA

DRAWN BY: TSM    CHECKED BY: MPO

**M1**

0823                      ID-21341

## Residential structural and accessibility issues are the focus of the 2007 Building Codes Fall seminar

Building officials and interested parties are invited to attend the 2007 Fall Seminar about structural provisions and accessibility issues for apartments and townhomes.

Accessibility issues will be addressed for Group R-2 apartments, Group R-3 townhouses and IRC-3 townhouses and the provisions of Type A units and Type B units will be detailed.

Structural information will include an overview about the structural portions of 2006 IRC Chapter 3 through Chapter 8.

The seminar dates, locations and registration information are online at [www.doli.state.mn.us/bc\\_education.html](http://www.doli.state.mn.us/bc_education.html).



*CCLD Review* is a quarterly publication of the Minnesota Department of Labor and Industry.

To receive e-mail notification about future issues of the *CCLD Review*, [subscribe online](#). Send any questions, story ideas or comments to [dli.ccldreview@state.mn.us](mailto:dli.ccldreview@state.mn.us).

### Contact information

**CCLD main phone number**  
(651) 284-5012

**CCLD staff phone numbers and e-mail addresses:**  
[www.doli.state.mn.us/cldcontactus.html](http://www.doli.state.mn.us/cldcontactus.html)

### Licensing information

[DLI.Licensing@state.mn.us](mailto:DLI.Licensing@state.mn.us)  
Electrical: (651) 284-5031  
Boiler: (651) 284-5080  
Residential Building Contractors:  
(651) 284-5034

### Building Code information

Phone: (651) 284-5068  
Toll-free: 1-800-657-3944  
Fax: (651) 284-5749  
TTY: (651) 297-4198  
[bcسد.response@state.mn.us](mailto:bcسد.response@state.mn.us)

### Electrical information

Phone: (651) 284-5064  
Fax: (651) 284-5743  
[DLI.Electricity@state.mn.us](mailto:DLI.Electricity@state.mn.us)

### Boiler, High-Pressure Piping, Boats-for-Hire Inspection

Phone: (651) 284-5544  
Fax: (651) 284-5737  
[DLI.Code@state.mn.us](mailto:DLI.Code@state.mn.us)

### Plumbing information

Phone: (651) 284-5067  
Fax: (651) 284-5748  
[DLI.Plumbing@state.mn.us](mailto:DLI.Plumbing@state.mn.us)

### Residential Building Contractor information

Phone: (651) 284-5065  
Fax: (651) 284-5749  
[DLI.Contractor@state.mn.us](mailto:DLI.Contractor@state.mn.us)

## Some shoes potentially dangerous on escalators

Recently, escalator service people have reported to the Construction Codes and Licensing Division they have found sandals and other footwear inside of escalator mechanisms.

The variety of high-friction-style shoes that are being found in mechanisms indicate the potential for injury if the foot becomes engaged. When the rubber-like material – in any high-friction-type shoe – rubs against side of the escalator, friction heat quickly builds and the shoe or sandal can be sucked into the side of the escalator, between the skirt board and the step.



The new elevator code addresses this safety issue and requires coefficient of friction testing on all escalators. These tests must be conducted by Jan. 29, 2008. Failure to meet the coefficient of friction test standard will require the addition of skirt brushes on existing escalators. Existing escalators will be required to be retrofitted and brought into compliance by Jan. 29, 2010.

Escalator riders should keep their hands on the hand rail, stand in the middle of the step and keep feet away from the escalator sides. It is also important to remind young children, not to play on escalators.





# Licensing and certification process to be streamlined

Creating an efficient, cost-effective licensing system was a key objective when parts of five state agencies were consolidated in 2005 to create one Construction Codes and Licensing Division (CCLD). Approximately 86,000 individual license or certificate holders and 24,000 contractor or business licensees will soon be impacted by the changes implemented by the CCLD to integrate these licenses into a single system. The following steps are being taken to achieve this objective:

- Aligning all licenses and certifications as either a personal license held by an individual or a contractor/business license held by a business entity e.g., sole proprietor, partnership, corporation, LLC, LLP, etc.
- Creating and implementing a single integrated-licensing database to replace the current seven separate databases or systems that support nearly 50 separate license types.
- Improving customer service by streamlining processes for handling license and certificate applications and renewals.
- Capitalizing on the Internet's potential to better serve CCLD's customers.



## License alignment: Individual, contractor or business

The first step to a consolidated-licensing system is to determine how to group the licenses and certificates to meet the requirements in state law and how to efficiently administer those requirements. Licenses and certificates issued by CCLD are either held by individuals or by business entities. CCLD will use the common attributes of licenses and certificates for individuals and contractors or businesses to guide this process (see table below). These broad groups will enable CCLD to create one integrated-licensing database. The goal is to make its business process more efficient and improve customer service.

License category	License attributes	License and certificate types
Individual Licenses/Certificates (86,000 individuals)	<ul style="list-style-type: none"> <li>• Individual person is licensed</li> <li>• Qualify by training/work experience</li> <li>• Pass minimum competency exam</li> <li>• Continuing education</li> <li>• Not transferable</li> </ul>	<ul style="list-style-type: none"> <li>• Certified Building Officials (three)</li> <li>• All boiler engineer licenses (11)</li> <li>• Boat Master</li> <li>• Master and Journeyman Electricians</li> <li>• Master and Journeyman Elevator Constructors</li> <li>• Power Limited Technicians</li> <li>• Maintenance Electricians</li> <li>• Lineman</li> <li>• Registered Unlicensed Electricians</li> <li>• Master and Journeyman Plumbers</li> <li>• Restricted Master and Journeyman Plumbers</li> <li>• Plumbers Apprentices</li> <li>• Pipelayers (certified)</li> <li>• Water Conditioning Contractors and Installers</li> <li>• Contracting and Journeyman HPP Pipefitters</li> <li>• Registered Unlicensed HPP Pipefitters</li> <li>• Qualified Persons (Residential Contractors) (three)</li> </ul>
Contractor/Business Licenses/Certificates (24,000 entities)	<ul style="list-style-type: none"> <li>• Business entity is licensed</li> <li>• Legal structure filed (Inc., LLC, LLP, etc.)</li> <li>• Contract for work (provide service)</li> <li>• Responsible licensed individual required</li> <li>• Bond filed (if applicable)</li> <li>• Liability insurance mandated (if applicable)</li> <li>• May employ individuals</li> </ul>	<ul style="list-style-type: none"> <li>• Electrical Contractors (A and B)</li> <li>• Elevator Contractors</li> <li>• Technology System Contractors</li> <li>• Maintenance Electrician Employer</li> <li>• Plumbing Contractors (bond or insurance filing)</li> <li>• Pipelaying Contractors (bond filing)</li> <li>• Water Conditioning Businesses (bond filing)</li> <li>• Mechanical Contractors (bond filing)</li> <li>• High Pressure Piping Contractors</li> <li>• Residential Building or Remodeling Contractors</li> <li>• Residential Roofing Contractors</li> <li>• Manufactured Home Installers</li> <li>• Manufactured Home Manufacturers</li> <li>• Manufactured Home Dealers and Limited Dealers</li> </ul>

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## Single integrated-licensing database

The second step to a consolidated-licensing system is the creation and implementation of a single integrated-licensing database that handles all CCLD licenses and certifications. An existing licensing system, built in 2000 to administer boiler engineer and high pressure piping individual and business licenses, is being upgraded to handle the needs of the additional licenses e.g. electrical, plumbing, residential contracting, manufactured structures, building officials, mechanical bonds. System functionality for individual licenses is being enhanced to enable documentation of individual licensees' continuing-education time and unlicensed individuals' work experience to qualify for a license. System functionality for contractor or business licenses is being enhanced to make CCLD more responsive as changes occur in the business entities' bonds, insurance and legal structures. Improved customer service is the most important result of implementing a single integrated licensing database.

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## Improved customer service

The third step to a consolidated licensing system is to streamline CCLD's processes for handling license applications and renewals. The more uniform the requested information and business rules for handling that information the more streamlined and reliable the processes become. Common data for all licenses, such as names and addresses, will be captured the same way. Data unique to specific licenses will be tailored to the license type and captured on separate forms.

Contractor or business license forms will capture the same general information across most of the licenses. The data gathered from these forms will be entered into CCLD's licensing database and become immediately available to licensing staff to handle telephone and e-mail inquiries about the status of applications and renewals. Individual license renewals will become more automated and allow online renewal. CCLD will more effectively monitor contractor or business compliance with the requirements for maintaining a license in good standing e.g. liability insurance in effect, responsible or qualified person.

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## Online licensing

The fourth step to a consolidated-licensing system is to enable customers to get what they need from that system when they need it. Access to license information and forms is currently available online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html). Access to verify license data is currently available for mechanical bonds, plumbing licenses, residential contractor licenses and electrical contractor licenses. The goal is to extend this capability to all CCLD licenses. Renewing individual licenses online is currently available for boiler engineers and high-pressure-piping pipefitters and will become available to other individual licenses types after they get added to the consolidated-licensing system. There are many logistical challenges, however, to extending online license renewal to contractor or business licenses. Currently, these challenges tend to revolve around signatures and certain types of forms, such as bonds.



# Steps to take when a boiler room becomes flooded

After flood waters recede, the long process of cleaning and restoring property begins. The information below is provided to assist in the recovery of boiler systems affected by flooding.

1. The safety of the personnel performing inspections and repairs is the highest priority. Flood waters contain many hazardous chemicals and bacteria, therefore, personnel safety procedures should be developed and enforced.
2. All utilities in the boiler room should be turned off until inspection and necessary repairs of the individual systems allow reactivation.
3. A careful visual inspection of the entire boiler system should be made, both internal and external, with documentation of obvious problems and any special equipment or personnel needed to facilitate repairs.
4. Keep in mind that some equipment may only be repaired by the original manufacturer or licensed agents in order to maintain warranties and certification.
5. The boiler setting or foundation should be examined closely to determine if it has been weakened or undermined. Any movement of the boiler or building will have an adverse effect on piping and other equipment connected to both the boiler and building structure.
6. Waterlogged insulation will hasten external corrosion of boilers and pipes. If removal is deemed necessary, remember that asbestos is still present in many boiler rooms and requires handling by specially licensed personnel. If the insulation is left in place and the boiler is fired before thoroughly drying, steam can be generated within the insulation layers thereby creating the potential for explosive damage to the external lagging.
7. Refractory and fire brick should be checked for deterioration or loosening.
8. Feedwater and condensate return systems should be thoroughly cleaned of any mud, silt or debris. After the boiler is put back in operation, the water quality should be checked often for contamination of any kind.
9. Pressure relief devices should be checked for corrosion or any damage which could cause binding and failure to operate. Only qualified personnel should perform disassembly or repair of a pressure relief device. Some jurisdictions require this work to be performed by a company holding the National Board "VR" symbol stamp. The outlet and discharge line of the pressure relieving device should be inspected for blockage.
10. All drains and blow-off lines should be inspected to ensure there is no blockage by debris.
11. Electric/electronic controls should be evaluated for replacement or repair as needed. Flame safeguard controls, ignition transformers and safety shut off valves on the fuel system which have the potential for causing furnace explosions should be replaced. Other fuel system components should be drained and cleaned or replaced as necessary. All work performed on the fuel system and safety devices must comply with jurisdictional requirements.
12. All electric motors and wiring should be inspected closely to determine if repair or replacement is necessary. All electrical work must comply with jurisdictional requirements.
13. Check to make sure air inlets are clear and gas stacks are free.

This list is not intended to be all inclusive because boiler systems and equipment vary in design and operation. However, this list could be used as a catalyst to develop individual inspection and repair guidelines to fit many systems affected by the flooding. More information about boilers and pressure vessels is online at [www.doli.state.mn.us/boilers.html](http://www.doli.state.mn.us/boilers.html).

# CCLD license renewal calendar

## Expiration date: Dec. 31, 2007

Renewal notices in mail by Friday, Oct. 19, 2007:

- High-Pressure-Piping Contracting Pipefitter
- High-Pressure-Piping Journeyman Pipefitter
- High-Pressure-Piping Unlicensed Pipefitter (registration)
- High-Pressure-Piping Business License
- Master Plumber
- Journeyman Plumber
- Restricted Master Plumber
- Restricted Journeyman Plumber.
- Plumbing Contractor (Plumbing Bond and Insurance)
- Water Conditioning Contractor
- Water Conditioning Installer
- Water Conditioning Business (Water Conditioning Bond and Insurance)

Renewal notices in mail by Nov. 15, 2007:

- Manufactured Home Manufacturers
- Manufactured Home Dealers and Subagencies
- Manufactured Home Dealers, Limited (if applicable)

## Expiration date: Feb. 29, 2008

Renewal notice in mail by Jan. 4, 2008:

- Electrical Contractor; Elevator Contractor

## Expiration date: March 31, 2008

Renewal notice in mail by Jan. 11, 2008:

- Residential Building Contractor
- Residential Remodeler
- Residential Roofer
- Manufactured Home Installer

## Expiration date: June 30, 2008

Renewal notice in mail by April 30, 2008:

- Plumber's Apprentices

## Expiration date: July 31, 2008

Renewal notice in mail by April 30, 2008:

- Technology Systems Contractor

## Anniversary expiration date

Renewal notices in mail at least 60 days before expiration date:

- All boiler licenses
- Boat Master
- Power Limited Technicians
- Personal electrical licenses with license types of AJ, BJ, EJ, LI, IA, IB
- Certified Building Officials

Licensing information is online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html).

## New CCLD staff

Electrical representatives **Dale Nemeth** (North Central District 6) and **Joe Baber** (Northeast District 8) retired this past Spring.

Electrical representative **Sheldon Monson** has been reassigned from Northwest District 10 to North Central District 6. Monson will continue to be based in Wadena.

**Wayne "Chip" Jespersen** will be the new electrical representative for the Northeast District 6. Jespersen will be based in Grand Rapids and has been a contract electrical inspector for the past 11 years.

**Dean Hunter** will be the new electrical representative for the Northwest District 10. Hunter will be based in Underwood and has been involved in electrical contracting for the past seven years.

**Scott Nelson** was hired to fill the mechanical engineering position in the Education, Rules and Code Development Section.

**Cliff Skogstad** was hired into the CCLD Administrative Services unit for northern Minnesota. Skogstad was formerly the building official for Mille Lacs County and the city of St. Michael.

**Peter Villard** has joined CCLD's plan review unit. Villard has worked for many architectural firms including his own firm.

**Linda Bowker** transferred from DHS and is the administrative assistant for three new Boards: Board of Electricity, Board of High Pressure Piping and the Plumbing Board.

## Not sure who to call at CCLD?

Visit:

[www.doli.state.mn.us/cldcontactus](http://www.doli.state.mn.us/cldcontactus)

The CCLD phone and e-mail address list includes contacts for specific issues.

## **Mandatory registration of unlicensed individuals performing electrical work**

Effective Dec. 1, 2007, unlicensed individuals performing electrical work for a contractor or employer must be registered with the Department of Labor and Industry. Some key features are:

- An individual must be registered if they perform any electrical work that requires an individual be licensed as a journeyman or master electrician, power limited technician, journeyman or master elevator constructor, or maintenance electrician to perform the electrical work.
- Registered unlicensed individuals performing electrical work must be directly supervised, as applicable, by a licensed electrician, elevator constructor, maintenance electrician, or power limited technician.
- Experience credit for electrical work performed after Jan. 1, 2008, which is necessary to meet a license's work experience qualification requirement, shall only be awarded for that time the applicant was registered with the department.
- Experience credit for electrical work performed before Jan. 1, 2008, which is necessary to meet a license's work experience qualification requirement, shall be awarded upon verification by the applicant's previous employers.
- Registration forms are available online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html).

Completed registration forms may be submitted to the department with the \$15 annual registration fee prior to Dec. 1, 2007, to ensure unlicensed employees are registered and available to legally perform electrical work on the effective date and continue accruing work experience credit to qualify for a license.

## **Registration required for individuals who construct or install HPP systems**

Unlicensed individuals working on the construction or installation of high-pressure piping (HPP), which are power-piping and ammonia-refrigeration-piping systems, must be registered with the Department of Labor and Industry and be directly supervised by either a licensed journeyman HPP pipefitter or licensed contracting HPP pipefitter. Excluded from this registration requirement are pipefitter apprentices registered with the department's Voluntary Apprenticeship Program. Licensed HPP pipefitters may directly supervise no more than two pipefitter apprentices or registered unlicensed pipefitters at any one time. These changes became law on July 1, 2007, (Minnesota Session Laws for 2007, Chapter 140, Article 10, Section 8). The form to register as an unlicensed HPP pipefitter is available online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html).

## **Unlicensed individuals who perform plumbing work must register with DLI**

Unlicensed individuals who perform plumbing work must be registered with the Department of Labor and Industry as a plumber's apprentice, which includes employment in the trade of plumbing under a voluntary apprenticeship program approved by the department's Apprenticeship Program or registration as an apprentice plumber with the department's Construction Codes and Licensing Division. A plumber's apprentice is authorized to assist in the installation of plumbing only, while under the direct supervision of a master, restricted master, journeyman, or restricted journeyman plumber who assumes responsibility for ensuring that all plumbing work performed by the plumber's apprentice complies with the plumbing code. Registration forms are available online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html).

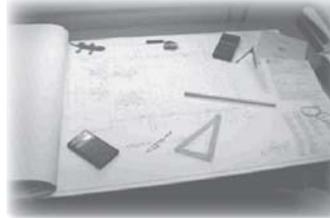
## **Plumbing contractor's compliance bond and insurance changes**

Effective Dec. 1, 2007, master plumbers and restricted plumbers contracting for plumbing work in Minnesota must carry public liability insurance, including products liability insurance with limits of at least \$50,000 for each person and \$100,000 for each occurrence and property damage insurance with limits of at least \$10,000. Plumbing contractors will be required to provide a certificate of insurance to the department when filing their annual Plumbing Code Compliance Bond. Master plumbers excluded from the bond and insurance requirements are: (1) master plumbers working as an employee of another master plumber; and (2) master plumbers working as an employee on the maintenance and repair of plumbing equipment, apparatus, or facilities owned or leased by their employer and within the limits of property owned or leased and operated or maintained by their employer. Information and forms for plumbing contractors are available online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html).

## New option for plumbing plan review and inspection

New requirements governing agreements between DLI and cities performing plumbing plan reviews become effective Dec. 1, 2007. Municipalities can request an agreement with the Department of Labor and Industry that gives responsibility for review of plans and inspections for plumbing systems to the municipality for most projects in the jurisdiction, including commercial, public and industrial buildings. Certain types of facility plans must still be submitted to the DLI or Minnesota Department of Health.

The requirements are to be found in Minnesota Statutes § 326.37, Subd. 1a, in Chapter 140 of the 2007 Session laws of the Minnesota Legislature, or online at [www.doli.state.mn.us/pe\\_planrev.html#agreements](http://www.doli.state.mn.us/pe_planrev.html#agreements).



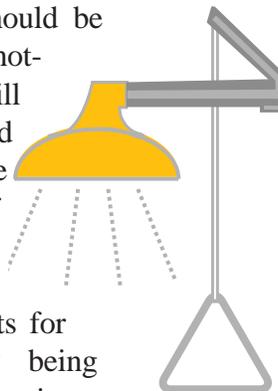
Any agreement between the commissioner and a municipality in which the municipality has agreed to perform plan and specification reviews required to be performed by the commissioner under Minnesota Rules, part 4715.3130, that is in effect on the effective date of subdivision 1a, shall remain in effect and shall not be required to be in compliance with subdivision 1a. If any agreement to perform plan and specification reviews required to be performed by the commissioner under Minnesota Rules, part 4715.3130, in effect on the effective date of subdivision 1a, is later terminated by operation of the terms of the agreement or by either the commissioner or the municipality, or expires, then any new agreement between the commissioner and the municipality to perform plan and specification reviews required to be performed by the commissioner under Minnesota Rules, part 4715.3130, shall comply with subdivision 1a.

## Correction to “Tips for installation of emergency eyewashes and showers” story published in the Summer 2007 CCLD Review

In the story “Tips for installation of emergency eyewashes and showers” in *CCLD Review* Summer 2007 edition, an antiscald-type control valve meeting ANSI/ASSE Standard 1016-96 was erroneously included as a requirement for emergency shower mixing valves.

Mixing valves used with emergency equipment should be designed to allow cold water to continue to flow if the hot-water supply is interrupted. Standard mixing valves will not allow the fixture to be adequately served by cold water if the hot-water system fails. The mixing valve should also be designed to reduce or stop the flow of hot water in the event of cold-water failure.

A standard that specifically address the requirements for emergency-equipment-mixing valves is currently being developed by the American Society of Sanitary Engineering. Updates about this issue will be provided in future newsletters.



## Building official designation

Congratulations to the state’s recently designated municipal Building Officials:

- **Corey R. Block**  
City of Cleveland  
City of LeCenter
- **John Buckley**  
City of Lake St. Croix Beach  
City of Lakeland
- **Duane Grace**  
City of Biwabik
- **Darin Haslip**  
City of Arlington
- **Gerald A. Hokanson**  
City of West St. Paul
- **Karl S. Horning**  
City of Lake Elmo
- **Jack Kramer**  
City of Dellwood  
City of Willernie
- **Merwyn G. Larson**  
University of Minnesota
- **Michael Robert MacDonald**  
City of Crookston
- **LouAnn Maschler**  
City of Cuyuna
- **Gary T. Staber**  
City of Elko New Market
- **Benny H. Svien**  
Bridgewater Township
- **Steven C. Thorp**  
New Scandia Township
- **Christopher Van Hauer**  
City of Hopkins

Municipalities should report Building Official designation changes to Peggi White at CCLD. The form is online at [www.doli.state.mn.us/bc\\_local\\_government](http://www.doli.state.mn.us/bc_local_government).



## ***Did you know?***

### **Inaccurate location information delays REI processing**

Processed Request for Electrical Inspection (REI) forms are used as “work orders” by electrical inspectors for the purpose of performing electrical inspections. A contractor would not think of sending an electrician on a service call with an incomplete work order that did not clearly identify the geographical location of the work. It should be no different for electrical inspectors – their work orders need to properly identify the work location.

However, the department faces a growing problem with installers of electrical wiring who are not completing REI forms completely or accurately. It appears that the problems created by incomplete or inaccurately completed forms are not well understood outside of the department.

***“The department faces a growing problem with installers of electrical wiring who are not completing REI forms completely or accurately.”***

The department currently has 74 different geographical inspection areas throughout the state. The need to provide complete and accurate geographical job site location information on the “Address of Inspection” portion of the REI form is critical to assigning the “work order” to the proper inspection area. Assigning the “work order” to the wrong inspector because of incomplete or inaccurate job site address information requires department staff to retrieve the REI from the inspector, re-process the REI, re-send the REI to the correct inspector, thereby incurring more expense and possibly causing considerable delays in inspection service.

***“... a map must be drawn on the back of the REI form that gives clear location and directions.”***

The department’s REI database system uses the “City,” “Township” and “County” as critical fields to assign the REI to a specific inspection area. As the installer fills out the REI form, the “City” field must not be assumed to be the same as the “city mailing address.” In many instances, specific locations in one city have a mailing address of a different city due to cross-boundary postal codes (e.g. Maple Grove residents often receive mail addressed “Osseo, MN 55369”). Also, in rural areas it is not uncommon for city mailing addresses to actually be located in another county.

Although the street address is essential to the inspector when locating and performing the inspection, the city, township and county in which the job site is located are critical during data entry processing to ensure the REI is assigned to the correct inspection area.

***“Contractors are required to provide their license number on all REI forms.”***

If the job site location does not have a specific street address (e.g. service equipment for traffic signals, roadway lighting, etc.), describe and highlight where the equipment or work is located (e.g. Intersection of Hwy 46 and CR 16, SE corner). In addition, a map must be drawn on the back of the REI form that gives clear location and directions.

Department staff process hundreds of REIs each day. It is impossible for department staff to interrupt their processing to research incomplete addresses. By providing complete and accurate information, installers enable department staff to work more efficiently and provide all of our customers with the highest level of service.

Note: Contractors are required to provide their license number on all REI forms!

**Request for Electrical Inspection forms are now free of charge online at [www.electricity.state.mn.us/eli\\_inspection\\_forms.html](http://www.electricity.state.mn.us/eli_inspection_forms.html).**

## All people – statewide – working in the business of plumbing must be licensed as of Dec. 1, 2007

Beginning Dec. 1, 2007, all people – statewide – working at the business of plumbing must be licensed plumbers or registered apprentices. The one exception is those persons that install sewer or water service pipes outside buildings that are certified with pipe laying training and have a \$25,000 plumbing code compliance bond filed with the Department of Labor and Industry.

### Restricted plumbers license created for previously unlicensed plumbers; application deadline Dec. 31

Unlicensed individuals with two or more years practical plumbing work experience have until Dec. 31, 2007 to obtain a “restricted” plumbers license if they qualify and apply as described below:

- Effective July 1, 2007, new restricted master and restricted journeyman licenses were established to enable individuals currently providing plumbing services in communities with populations of 5,000 or less to continue providing that service in communities with populations of 5,000 or less.
- Application requirements for a restricted master or restricted journeyman license include:
  - o Documentation of practical plumbing experience, which are four years for the restricted master plumbing license and two years for the restricted journeyman plumbing license.
  - o Applicants claiming time as plumbing contractors must have been in compliance with the plumbing code compliance bond requirements for the plumbing contractor experience to count.
  - o A complete application form and \$30 application fee must be submitted to the department no later than Dec. 31, 2007. Note: All applications submitted on and after Dec. 1, 2007, must also include certificates of insurance for workers’ compensation (if applicant has any employees) and liability insurance (if applicant will be a plumbing contractor).
- Restricted licenses expire annually on December 31 each year. License renewal fees are identical to the unrestricted master (\$120) and journeyman (\$55) licenses.

Additional information and application forms for the restricted plumber licenses are available online at [www.doli.state.mn.us/license.html](http://www.doli.state.mn.us/license.html).

### Have an electrical complaint?

Report electrical complaints in a proactive manner by recording violations in the form of a formal complaint. View all disciplinary actions, revocations, suspensions and the tenant complaint information listed on the Web site at [www.electricity.state.mn.us/Complain/index.html](http://www.electricity.state.mn.us/Complain/index.html).

### Building Official, Building Official Limited and Accessibility Specialist classes

Applicants for “Certified Building Official Limited” and “Certified Accessibility Specialist” must attend a course before the certification exam. Additional information and registration forms for the December 4–7, 2007, seminar are online at [www.doli.state.mn.us/bc\\_certification.html](http://www.doli.state.mn.us/bc_certification.html).

### Sign up to receive rulemaking updates

DLI rulemaking information for CCLD is online at [www.doli.state.mn.us/rulemaking\\_activity.html](http://www.doli.state.mn.us/rulemaking_activity.html).

To receive notices of agency rule proceedings register at [www.doli.state.mn.us/docs/rules\\_reqnotices.doc](http://www.doli.state.mn.us/docs/rules_reqnotices.doc) or print the Word document from the Web site, complete it and mail it as directed.

# Thank you 2007 State Fair volunteers

## Codes booth volunteers in the Education Building

Building	Roger Axel	Building	Curtis Olstad
Building	Bill Barber	Electrical	Dan Ordahl
Electrical	Ron Beldo	Electrical	Bob Orgon
Building	Mike Bunnell	Electrical	Richard Owen
Electrical	Joe Dabe	Building	Joe Pazandak
Building	Mike Fricke	Electrical	Mike Popovich
Electrical	James Gangl	Electrical	Bernie Reilly
Building	Wayne Gartland	Building	Barry Riesch
Electrical	Ronald Gnotke	Building	Ron Ripley
Building	Doug Hoese	Electrical	Sam Sampson
Electrical	David Hrykas	Electrical	John Schultz
Building	Mick Kaehler	Building	Don Sivigny
Building	Randy Kardell	Electrical	Mark Smythe
Building	Clark Kube	Building	Ron Sonnek
Electrical	Marty Kumm	Building	Alan Strand
Building	Rich Lockrem	Building	Chuck Tatro
Building	Dan Marthaler	Building	Russell Thornburg
Building	Terry Maruska	Electrical	Thomas Tobias
Building	Scott McKown	Electrical	Darryl Trangsrud
Electrical	Jamie McNamara	Electrical	Gordie Wagoner
Electrical	Sheldon Monson	Electrical	Joseph Wheaton
Building	Glen Moreland	Building	Kevin White
Electrical	Dan Moynihan	Building	Don Wilken
Building	Steve Nelson	Electrical	Cari Williamette
Electrical	Scott Novotny	Building	Jim Williamette

## '2007 Governor's Fire Prevention Day' volunteers

Dave Krings, Building Code Representative, event coordinator  
Don Sivigny, Building Code Representative, event coordinator

### Volunteers:

Gary Anderson, Chief Building Official, City of Monticello  
Rick Breezee, Building Official, Metropolitan Airport Commission  
Jim Fallon, Building Code Representative, CCLD  
Steve Hernick, Assistant Director, CCLD  
Bob Hutchins, Building Official, City of Prior Lake  
Tom Gray, Building Official, City of Victoria  
Scott McKown, Building Code Representative, CCLD  
Bill Mesaros, Building Code Representative, CCLD  
Dave Scherbel, Building Official, City of Arden Hills  
Dale Schoeppner, Chief Building Official, City of Eagan  
Peggi White, Business Manager, CCLD  
Jim Zierman, Building Inspector, City of Chaska



CCLD building representatives Don Sivigny and Rich Lockrem welcome Steve Sviggum, the new DLI commissioner, to the exhibit at the 2007 Minnesota State Fair.



Cari Williamette, St. Paul electrical inspector, helped with the agency exhibit in the Education Building at the State Fair.



On Governor's Fire Prevention Day, Aug. 24, 2007, building code representative Scott McKown helped children go through the "Up, Out and Away" exhibit.