

BUILDING CODE ENFORCEMENT FOR PUBLIC BUILDINGS AND STATE LICENSED FACILITIES

The Construction Codes and Licensing Division (CCLD) is the municipality for purposes of building code enforcement (plan review and inspections) for the following:

A. Public Building. “Public building” means a building and its grounds, the cost of which is paid for by the state or a state agency, regardless of its cost; and a school district building project the cost of which is \$100,000 or more (Minn. Stat. § 326B.103, Subd. 11).

B. State Licensed Facility. “State licensed facility” means a building and its grounds that are licensed by the state as a hospital, nursing home, supervised living facility, free-standing outpatient surgical center, or correctional facility (Minn. Stat. § 326B.103, Subd. 13).

The Construction Codes and Licensing Division may enter into agreements with municipalities (that have adopted the Minnesota State Building Code) for plan review and/or inspections of “Public Buildings” and “State Licensed Facilities” projects within their jurisdiction, pursuant to Minn. Stat. § 326B.106, Subd. 2.

An initial application form must first be submitted. An initial application form can be submitted prior to the completion of construction documents and does not require an accompanying fee. Upon receiving the completed initial application, CCLD will confirm that they are the proper jurisdiction for the project, assign a project number, and determine if the municipality will do the plan review, the inspection, both or neither. If delegated to the municipality, their procedures and fee schedule will need to be followed for the portion(s) delegated to them. All issues not covered by the building code, such as zoning, site drainage, etc. remain the responsibility of the municipality.

If plan review is by CCLD, the completed Application for Plan Review, the plan review fee, and signed construction documents, must be submitted. When the construction documents have been reviewed, a plan review report will be sent to the registered design professional. The design professional shall prepare a response to indicate what changes will be made to the construction documents for code compliance. These changes shall be made by change order or addendum. When this verification of compliance with the building code requirements is received, a Plan Review, authorizing construction of the project, will be sent to the registered design professional and to the building official. If inspections are by CCLD, a Building Permit Application with fee must be submitted, and an inspector will be assigned.

See Minn. Rules 1302.0100 through 1302.0950 for further information. Copies of the initial application, application for plan review and building permit may be obtained from CCLD.