

# Construction Codes and Licensing – Building Plan Review

## PLAN REVIEW POLICY

### General Use

#### Background

Pursuant to Minnesota Statutes 326B.107, subd. 1, “...the commissioner shall administer and enforce the State Building Code as a municipality with respect to public buildings and state licensed facilities in the state.” The Construction Codes and Licensing Division (CCLD) is, therefore, charged with administering the State Building Code for these types of buildings. Minnesota State Building Code Minnesota Rules 1300.0110, subp. 1 authorizes the building official, and thus CCLD, to “...render interpretations of the code and adopt policies and procedures in order to clarify its application.”

#### Purpose

Plan review policies are to provide clarity and direction regarding specific applications of certain code provisions that cannot be clearly interpreted from the text of the code alone. These will usually be issues that surface frequently and significant in nature.

#### Applicability

These policies are applicable to those public building and state-licensed facility projects defined by Minn. Stat. 326B.103 either reviewed directly by CCLD or otherwise delegated to another municipality for building code administration in accordance with Minn. Stat. 326B.107. The subject matter of the policies will usually be limited to issues related to public buildings and state-licensed facilities.

#### Format

The policy number and date, including latest revision dates, will be stated in policy heading. A section entitled “Background” providing the reason and rationale for the policy will follow. Finally, the actual policy will be stated, with attachments if necessary.

#### Use

This coversheet shall be attached to every policy or policies distributed from CCLD by any method.