

2027 Municipal BOT Grant

Exhibit B-1 ENTRY level training requirements

(chapter references are the 2020 Minnesota Building Code Ch. 1309)

Sec.	Training Description - Includes education, plan review and inspections
1	Safety Training (OHSA 10) date achieved:
2	ICC courses and college classes to achieve competency criteria 1301.1400 (if needed)
2a	BO-Limited test taken:
3	CCLD seminars related to these BOT training requirements
4	Legal Aspects of Building Code Administration
	Overview of Municipal Inspection Policies (with Building Official and appropriate Municipal Admin. Staff)
	Ordinance Adoption
	Permit Fees, valuations
	Correction Orders
	Stop Work Orders
	Certificate of Occupancy
	Rights of Entry
	Hazardous Buildings MSBC Ch. 1300.0180, MS. 463.15-26 viii) Records Retention
	Records Retention
	Zoning Ordinance Review
5	Building Department Administration and Management
	Municipality's Building Permitting Policies
	Receiving and Processing Building Permit Applications
	Customer Service – communicating City policies
	Understanding Land Use or Flood Plain Requirements
	Issuing Permits
	Understanding Municipal Inspection Policies
	Scheduling Inspections
	Maintaining Municipal Records
	State reports
	Understanding an Itemized Building Department Budget
	Understanding How State Agencies Laws and Rules Impact Municipal Administration and Enforcement
	Stormwater Management
	Demolition of Existing Structures
	Lead Paint and Existing Structures
	Asbestos and Existing Structures
6	Decks
7	Re-Roofs
8	Re-Siding, Exterior Finishes (veneers, stucco, etc.)
9	Retaining Walls
10	Window, Door, and/or Replacements
11	3 – Season and 4 – Season Porches
12	Basement Finishes
13	HVAC Equipment Replacements
14	Gas Meters, Gas Piping, Gas Line Air Tests,

15	Additions to Existing Plumbing Systems
16	One and Two-Family Dwellings IRC-1, IRC-2, Townhouses IRC-3, Accessory structures IRC-4
	Certificate of Survey, Setbacks, Elevations, Property Lines, Erosion Control
	Footings, Foundations and Reinforcing
	Framing
	Floor Assemblies
	Wall Assemblies
	Roof Assemblies
	Inspecting Truss Systems
	Exterior Finishes
	Residential HVAC Systems
	Radon Systems
	Residential Plumbing Inspections including Site Utilities
	Residential Energy Plan Review and Inspection Ch. 1322
	Residential Fire-resistant construction R302
	Final Inspections
	Energy Certificate
	C of O or TCO