

CCLD REVIEW

CONSTRUCTION CODES AND LICENSING DIVISION
MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY

WINTER 2015

Register now for 2016 Construction Industry Conference



STATE OF MINNESOTA

CONSTRUCTION INDUSTRY CONFERENCE

RESIDENTIAL • COMMERCIAL • HIGHWAY/HEAVY

Following a sell-out Construction Industry Conference (CIC) in 2014, registration is underway for the 2016 Minnesota Construction Industry Conference and seats are filling quickly. The conference is Feb. 18, 2016, at the [Earle Brown Heritage Center in Brooklyn Center](#).

» **Complete details about workshops, location and registration are available at www.dli.mn.gov/construction.**

This one-day conference will provide educational and networking opportunities about highway and heavy, commercial building, residential construction and state contracts and procurement, plus informative general sessions for the entire construction industry. The event will also provide updates about current regulations and an opportunity for feedback from the industry about building a better Minnesota.

**REGISTER
NOW!**

**Space is
limited!**

Workshop topics

Workshops at the 2016 conference include:

- Contractor Licensing 101;
- Myths and Facts about Independent Contractors;
- Minnesota Contractor Recovery Fund: What it is and How it Works;
- Fall Protection: No Room for Trial and Error
- Q&A about Minnesota Commercial Construction Building Codes
- Prevailing Wage Compliance Workshop
- and many more construction-related topics.

Continuing education

Residential construction workshops are eligible for up to four credits of DLI-approved continuing education.

1-on-1 with the State sessions

Subject matter experts will be available by appointment throughout the conference for one-on-one sessions about topics including contracting, prevailing wage, apprenticeship, workers' compensation, safety and more. Attendees can schedule a one-on-one session by visiting the registration desk during the conference.



Area educational opportunities

Some future educational opportunities include:

- **Annual Institute for Building Officials:** Jan. 6-21, 2016
<http://cce.umn.edu/annual-institute-for-building-officials>
- **2016 ICC Upper Great Plains Region III Educational Institute:** Feb. 8-12, 2016 www.iccsafe.org/Training
- **2016 Minnesota Construction Industry Conference:** Feb. 18, 2016
www.dli.mn.gov/construction
- **Midwest Rural Energy Council 2016 Conference:** March 2-4, 2016
<http://mrec.org/whats-new-calendar-of-events-2/>
- **2016 Upper Midwest Electrical Expo:** April 13-14, 2016
www.NCEL.org. (More details on page 9.)

» View a directory of DLI-approved continuing education courses are at <https://secure.doli.state.mn.us/ccldcourses/>

Staff changes

Recent staff changes in CCLD

Education, Rules and Code Development unit

DLI's Education, Rules and Code Development unit hired Paul Swett in October 2015 to work with the agency's building official certification programs, continuing education and license exams. Swett comes to the department from the City of West St. Paul.

In November 2015, Greg Metz transferred from DLI's Plan Review unit to the agency's Education unit where he will coordinate and develop the agency's continuing education programs.

Elevator Inspection Unit

DLI's Elevator Inspection unit has implemented changes throughout the past six months including hiring new staff and redefining some inspection areas for increased efficiencies based on inspector office locations.

The staff changes include:

- Tim Warren was promoted to Elevator Section supervisor with direct responsibility for training and assisting elevator inspectors.
- Gary Bjorklund, initially hired into an intermittent position, filled the position formerly occupied by Warren.
- Dan Tako recently joined the Elevator Section, filling an intermittent position. Tako will perform tasks where needed to assist with annual inspections.
- Wayne Unruh was hired to fill a vacancy left by former inspector Wolfe Clark. Unruh previously worked as an elevator mechanic in northwest Minnesota and North Dakota.

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

Receive email notification when an issue is available by [subscribing online](#).

Contact information

CCLD main contact info

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Toll-free: 1-800-657-3944
Fax: (651) 284-5749

Visit the [Contact Us](#) page

Licensing information

DLI.License@state.mn.us

Business/contractor licenses and bonds:

(651) 284-5034

(Including: electrical, HPP, plumbing, residential, manufactured structures, mechanical bonds, technology system, water conditioning)

Personal licenses and

certificates: (651) 284-5031

(Including: boiler engineers, electricians, plumbers, power limited technicians, pipefitters, unlicensed individuals, building officials)

Electrical information

Phone: (651) 284-5026

Fax: (651) 284-5749

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

Plumbing information

Phone: (651) 284-5063

Fax: (651) 284-5748

DLI.Plumbing@state.mn.us

License enforcement details

Phone: (651) 284-5069

Fax: (651) 284-5746

DLI.Contractor@state.mn.us

Contractor registration

Phone: (651) 284-5074

DLI.register@state.mn.us

Plumbing and electrical contractor renewals underway

All plumbing and water conditioning contractor licenses expire Dec. 31, 2015, and electrical contractor and elevator contractor licenses expire Feb. 29, 2016.

To make the license renewal process easier for licensees, CCLD has implemented a new online license renewal process that allows business licensees to renew without having to submit multiple paper forms that were required in past years.

The new system allows contractors to review the details CCLD has on file for their business and make changes to basic information like addresses and phone numbers. The only documents that business licensees will need to provide CCLD are liability insurance certificates and bonds (for those contractors who are required to post a bond). A significant CCLD process change will affect bond submissions in the future (www.dli.mn.gov/CCLD/PDF/review35fall15.pdf#page=6).

Liability insurance

Business licensees are asked to ensure that an updated liability insurance certificate is submitted to CCLD as soon as they renew or replace their existing liability insurance policy. Since most contractors' insurance policies are not synced to their license renewal, it is important for their



insurance agent to submit an updated liability insurance certificate to CCLD as soon as a policy is renewed or replaced.

Insurance agents can use CCLD's certificate form (www.dli.mn.gov/CCLD/FormsCert.asp) or an ACORD

form – as long as DLI is listed on the ACORD form as a certificate holder. The insurance certificate should be emailed to DLI.license@state.mn.us, faxed to (651) 284-5743 or mailed to CCLD.

Changes to a contractor's workers' compensation insurance coverage must also be communicated to CCLD through our workers' compensation insurance compliance form (www.dli.mn.gov/CCLD/FormsWC.asp). This form needs to be sent via email to DLI.license@state.mn.us, by fax to (651) 284-5743 or mailed to CCLD.

As a result of process changes implemented by CCLD, contractors who ensure that their insurance information is updated with CCLD when it changes can be assured of a quick and entirely paperless license renewal in the future.

CCLD encourages contractors to submit their license renewals before the license expiration date because a late fee of one-half the license renewal fee will be added when the license expires.

Registered unlicensed workers must report work experience

All registered unlicensed electricians, plumbers, elevator constructors and high-pressure-piping pipefitters must submit a summary of their work experience for the previous year when they renew their registration each year.

Report work experience by completing a work experience form (www.dli.mn.gov/CCLD/Forms.asp) signed by the responsible licensed individual for the worker's employer. The completed form must then be

uploaded with the worker's online registration renewal, emailed to DLI.licensing@state.mn.us or mailed to DLI.

Failure to report work experience at renewal of a worker's unlicensed registration renewal may result in a worker's experience not being counted toward the minimum work experience required to take a journeyworker license exam.

Registered unlicensed electricians

and power limited technicians (PLT) must also complete two hours of DLI-approved continuing education before renewing their unlicensed registration.

Registered unlicensed electricians and PLTs who submit a renewal of their registration without first taking the required continuing education face the suspension of their registration and a fine of no less than \$250.

Contractor registrations expire Dec. 31, 2015

All contractors who are registered in DLI's Construction Contractor Registration Program (www.dli.mn.gov/CCLD/register.asp) and plan to continue providing commercial or residential building construction or improvement services must renew their registration before providing services in 2016. All current registrations expire Dec. 31, 2015.

The Contractor Registration Program was created in 2011 to ensure that employees are not misclassified as independent contractors.

Why contractor registration?

Contractors who perform building construction or improvement services without a valid DLI license or registration are deemed by law to be an employee (not an independent contractor) of any contractor for whom they work.

The hiring contractor must ensure that employees are covered for workers' compensation and unemployment insurance, and that appropriate payroll taxes are withheld from the payments made by the hiring contractor.



Contractor Registration

State law requires registration for some construction contractors



Penalties

DLI may assess fines for failure to register and for hiring unregistered contractors, though by law these penalties must be forgiven if the unregistered contractor registers within 30 days or in the case of a contractor hiring an unregistered contractor, the penalty is forgiven for the first violation. DLI may also assess penalties for misclassification of employees as independent contractors. Visit www.dli.mn.gov/CCLD/register.asp to learn more about the registration program and renew.

How to renew a contractor registration

Renewal step 1

Verify your company's name and registration number (IR) at DLI's License Lookup <https://secure.doli.state.mn.us/lookup/licensing>.

Note: If your company has registered more than once, renew **only** the registration record with the **lowest** registration number, as this will be your first registration.

Renewal step 2

Use your correct registration number and the last four digits of your Federal Employment Identification Number (FEIN) or Social Security Number (SSN) to renew at <https://secure.doli.state.mn.us/license/>

conregrenew.aspx. Verify the information DLI has on file for your company and make any appropriate changes to complete the registration.

Already have a license or bond?

If your company has a business license or bond on file with DLI (mechanical contractor bond, pipelaying bond or sign contractor) you are not required to register in the Registration Program and can allow your IR registration to expire.

Questions?

For help with questions contact us at (651) 284-5074 or DLI.register@state.mn.us.



DLI Dashboard shows agency performance indicators

The DLI Dashboard tracks the agency's progress in key areas. Stakeholders can see where the agency is on track and where it needs to improve.

View the dashboard at www.dli.mn.gov/Dashboard.asp.

New Plumbing Code takes effect Jan. 23, 2016

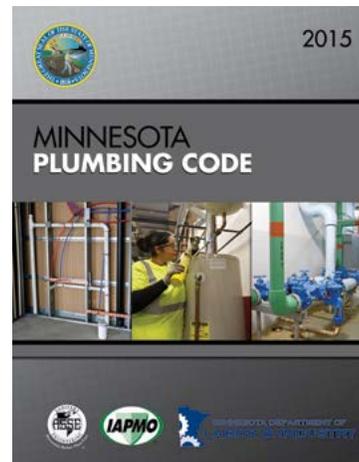
The 2015 Minnesota Plumbing Code, Chapter 4714, will take effect Jan. 23, 2016.

The code incorporates by reference the 2012 edition of the Uniform Plumbing Code with Minnesota amendments and will replace the existing Minnesota Rules, Chapter 4715. For information about the adopted rules, Chapter 4714, see the Plumbing Board's Rulemaking Docket at www.dli.mn.gov/PDF/docket/4715docket3.pdf.

Purchase code books

The reformatted, custom 2015 Minnesota Plumbing Code book, Chapter 4714, will be available for purchase in January 2016 from the locations below. Online viewing will be available soon after the publication of the 2015 Minnesota Plumbing Code.

- Minnesota's Bookstore
www.minnesotasbookstore.com
(651) 297-3000 or
1-800-657-3757
- International Association of Plumbing and Mechanical Officials
<http://iapmomembership.org/>
(909) 472-4208 or email at
publications@iapmo.org



Training opportunities

Training about the 2015 Minnesota Plumbing Code will be offered at the [Annual Institute for Building Officials and ICC Upper Great Plains Region III Educational Institute](#).

Important information about the 2015 Minnesota Plumbing Code

The 2015 Minnesota Plumbing Code (MPC), Chapter 4714, incorporates by reference Chapters 2 to 11, 14 and 17 of the 2012 edition of the Uniform Plumbing Code (UPC), and UPC Appendices A, B and I, except for IS 12-2006, IS 13-2006, IS 26-2006, SIS 1-2003 and SIS 2-2003 of Appendix I, with Minnesota amendments.

Some significant changes in the new code include:

Alternate engineered designs. Provisions for alternate engineered designs are prescribed in the 2015 MPC. Alternate engineered systems must be reviewed in accordance with those provisions of the code and approvals are at the discretion of the administrative authority on a case-by-case basis.

Fixtures:

- Floor drains are now required in public restrooms and public laundry rooms.
- Shower waste outlet and tailpiece must be a minimum of two inches.
- Domestic kitchen sink drains must be two inches.
- Faucets with two separate handles control hot and cold water: the left-hand control of the faucet where facing the fixture fitting outlet must control the hot water. Faucets and diverters must be connected so that hot water corresponds to the left side of the fittings.

Nonpotable rainwater catchment systems:

- When designed, installed, treated and maintained to meet the requirements of the code, nonpotable rainwater catchment systems are acceptable for use to supply water to water closets, urinals, trap primers for floor drains, industrial processes, water features, vehicle washing facilities, and cooling tower makeup water.

Other:

- Air admittance valves remain prohibited from installation in plumbing venting systems (see Minnesota Statutes, 326b.43, Subd. 6).
- For minimum number of required plumbing fixtures for the type of building occupancy, see Minnesota Rules, Chapter 1305, the Minnesota Building Code.

» [View additional significant changes at www.dli.mn.gov/cclid/plumbing2015.asp](http://www.dli.mn.gov/cclid/plumbing2015.asp)

Common building plan review questions answered by CCLD staff

The questions below are part of an ongoing series featuring frequently asked questions received by CCLD's [Building Plan Review Section](#). The responses are the opinions of the plan review staff and do not represent an official division or State Building Official interpretation.

Q: **Under the 2012 IBC, are storage rooms required to be separated from the rest of the building?**

A: Storage rooms are no longer considered “incidental uses” under IBC section 509. Previously, these spaces would have required either a one-hour fire barrier or construction to limit the passage of smoke when sprinkled. They are now considered “accessory occupancies” provided that they are less than 10 percent of the major use and need to meet the requirements of IBC section 508.2, which does not require separation.

Q: **In the 2007 State Building Code, small coffee shops and delis with fewer than 50 occupants were not required to provide separate sanitation facilities by Minnesota amendment 1305.2902 Subp. 3, exception No. 4. With the repeal of the amendment, are separate facilities now required?**

A: The repeal of the amendment reflected the complaints received from women about having a urinal in a unisex restroom and was not a response to the need for additional (separate) facilities. These uses are now held to a maximum of 20 occupants under exception No. 2 of 1305.2902. “Mercantile” uses allow up to 100 occupants under exception No. 3 of 1305.2902.

Q: **In the 2007 State Building Code, a Group E day care required two exits at more than 10 occupants by footnote A of IBC Table 1015.1 of the 2006 IBC. As that footnote has been deleted in the 2012 IBC, does this mean that a Group E day care now requires a second means of egress at 50 occupants?**

A: The footnote was removed and replaced by IBC Sec. 1015.6 which requires two means of egress for day care facilities (group E or I-4) if more than 10 children 2.5 years of age or less are present.

» Read more about building plan review including policies, opinions and reference materials at www.dli.mn.gov/cclid/PlanConstruction.asp.

End zone is in sight for stadium electrical work

Future home of Minnesota Vikings will include more than 12,000 sq. feet of video boards, 2,000 HD TVs

Electrical work is progressing on U.S. Bank Stadium, the new home of the Minnesota Vikings starting with the 2016 season. There are more than 200 electrical workers currently on the project and they have completed approximately 60 percent of the total electrical work.

CCLD's electrical inspectors have also been busy with the flurry of electrical work, sometimes visiting the project site several times a week for inspections. The tally for the power feeders at this point is approximately 400 miles of electrical wire. The total length of branch circuit wires are a long way from being counted but it will probably be in the thousands of miles.

There are three main electrical services that supply U.S. Bank Stadium, each at 13,800 volts with a capacity of 1,200 amperes, for a total electrical supply capacity of approximately 86 megawatts of electrical power. However, more than 90 percent of the stadium's illumination will be provided by energy-efficient LED lighting and there will be an automated, total-energy management system to further control the stadium's energy consumption.

The majority of the stadium's essential electrical



Workers are shown beneath the wall where one of the stadium's video boards will be erected. About 60 percent of the electrical work is completed at the future home of the Minnesota Vikings.

infrastructure will not be noticeable to most of the 70,000 fans, but there will be a whopping 12,560 square feet of video boards to keep everyone entertained and informed. One of the video boards alone will measure about 120 feet by 70 feet. That's in addition to more than 2,000 HD TVs that will be installed throughout the stadium. The electrical infrastructure will supply power to 140 suites and club lounges, more than 400 general concession points of sale and five broadcast booths to keep all of the fans well-fed and entertained on game day.

Wiring

Bulletin: Temporary wiring for portable road construction plants

Installations of temporary wiring, including for generators, portable hot mix and ready mix plants, crushers, conveyors and pumps, must be performed in compliance with the requirements of the Minnesota Electrical Act. All wiring and equipment must meet the requirements of the National Electrical Code.

DLI's electrical inspection staff recently created a bulletin outlining the requirements. View the bulletin at www.dli.mn.gov/CCLD/PDF/eli_bulletin_portable.pdf.

Inspections

Lake Elmo to become state electrical inspection area

Lake Elmo, a predominantly rural city in Washington County and home to the Lake Elmo Airport, will become a state electrical inspection area effective Jan. 1, 2016.

The historic village of Lake Elmo started out in 1852 with one farm house and the village was incorporated as a township a few years later on March 16, 1880.

With the change to a state electrical inspection area, online electrical inspector directories will be updated prior to Jan. 1, 2016, and additional announcements will be [shared via DLI's Twitter page](#).

2017 NEC in-the-works

In November 2015, Dean Hunter, DLI electrical code representative, attended public comment meetings in San Diego, Calif., for the 2017 National Electrical Code (NEC). Hunter is a member of Code Making Panel - 19, which represents the International Association of Electrical Inspectors.



There were 4,012 Public Inputs (PI) submitted to the National Fire Protection Association (NFPA) recommending changes to the draft of the 2017 NEC, and included four new proposed articles. More than 1,500 public comments were submitted to the code-making panels and generated second revisions that will be published in April 2016.

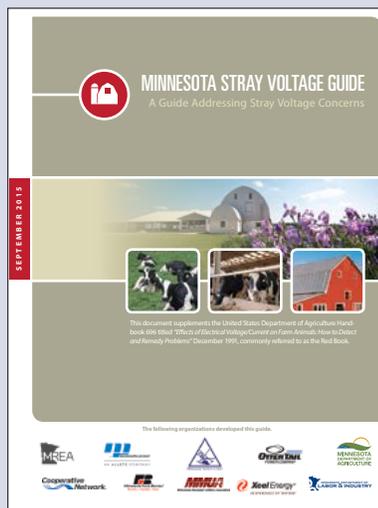
The NFPA membership will vote at its annual meeting in summer 2016 to adopt the new edition of the NEC. The NFPA is expected to publish the 2017 NEC in September 2016 and it is anticipated that the Minnesota Board of Electricity will evaluate for adoption in 2017.

Agriculture

Minnesota Stray Voltage Guide available

The Minnesota Stray Voltage guide was recently produced and made available online.

The guide outlines the steps farmers, licensed electrical contractors, utilities and their advisors can take to discover and resolve stray voltage concerns on livestock farms. The information is intended to provide a base level of knowledge for those who are concerned about whether the animals on a livestock farm are experiencing a level of stray voltage which may be impacting animal behavior or milk production.



This compilation of information was a collaborative effort of numerous agencies, utilities and organizations, including the Minnesota Department of Labor and Industry.

Download a copy of the guide at www.minnesotastrayvoltageguide.com.

Satellite system installers subject to licensing requirements

All satellite antenna equipment and installation falls under the jurisdiction of the National Electrical Code (NEC) and the Minnesota Electric Act.

Generally, satellite antenna system installations are exempt from inspection, but installers are not exempt from licensing requirements.

An electrical contractor, technology system contractor or satellite system contractor license is required for companies that install satellite systems, including all or part of the dish antenna, the cabling from the dish to the structure, and installation of the necessary conductors and interface equipment in or on a building.

Individuals installing satellite antenna systems must be licensed or registered with DLI as unlicensed.

Satellite system installer and satellite system contractor licenses were created in 2012 to address the safety of buildings and the people occupying them. Specifically, these licenses help prevent serious problems, especially with antenna grounding, cable support and building penetrations.

Individuals or firms performing satellite antenna system installations without appropriate licensing may face fines of up to \$10,000 per violation.

Read frequently asked questions about satellite system installer and contractor licenses at www.dli.mn.gov/CCLD/SSI_FAQ.asp.

Upper Midwest Electrical Expo scheduled for April 13-14

The 2016 Upper Midwest Electrical Expo, sponsored by the North Central Electrical League (NCEL), is April 13-14, 2016, at the Minneapolis Convention Center. Attendees must register but there is no fee for admittance to view the more than 350 exhibitor booths related to the electrical industry. More than 2,100 companies participated in the 2014 expo which drew nearly 10,000 visitors from 29 states and three Canadian provinces.



segments of approved continuing education classes for electricians, engineers and technicians beginning April 12 and continuing through the end of the EXPO.

Col. Terry Branham, United States Army (retired), will serve as keynote speaker and present “Having the Courage to Serve” during the NCEL Industry Breakfast on April 14.

More information about the expo and free registration is available at www.NCEL.org.

Continuing education

In association with the expo, NCEL offers two-hour

Solar

Solar photovoltaic resources available on DLI's website

Solar photovoltaic (PV) systems, along with other renewable energy technologies, are a rapidly growing sector of the energy market. A set of resources related to solar PV systems is available on DLI's website and is periodically updated with new entries.

Current topics include licensing, permits, inspections, solar PV companies and associations, codes and standards and more. Visit www.dli.mn.gov/CCLD/ElectricalSolar.asp to view the solar PV resources.

For help with questions about solar PV systems in Minnesota, contact DLI's electrical inspection staff at dli.electricity@state.mn.us.



DLI has a growing directory of solar photovoltaic resources available at www.dli.mn.gov/CCLD/ElectricalSolar.asp.

Locate inspectors quickly

Find code requirements and code inspectors online

DLI has built a one-stop “Local Inspector Lookup” – online at <http://workplace.doli.state.mn.us/jurisdiction> – to help contractors and homeowners find local code requirements and code inspectors in one place.

The online search tool helps users find which code authority has local jurisdiction for permits, plan review and inspection in the areas of boilers, building codes, electrical, elevators, high-pressure piping, plumbing or other Minnesota construction codes and licensing disciplines.



DLI's Local Inspector Lookup helps homeowners and contractors find local code requirements and inspectors in one place.