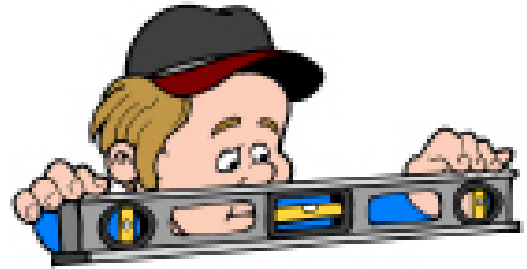


# LICENSING HOT SHEET



## PLUMBING

Plumbing permits may be issued to:

- A Minnesota licensed plumbing contractor
- The owner of a dwelling for work on that part of the dwelling owned and actually occupied by the owner. An owner can occupy more than one dwelling (ex. Lake home and city residence). The intent is to prohibit an unlicensed individual from doing work on rental dwellings or other dwellings not occupied by the owner.

## WATER CONDITIONING

Water conditioning permits may be issued to:

- A Minnesota licensed plumbing contractor
- A Minnesota licensed water conditioning contractor
- The owner of a dwelling for work on that part of the dwelling owned and actually occupied by the owner. An owner can occupy more than one dwelling (ex. Lake home and city residence). The intent is to prohibit an unlicensed individual from doing work on rental dwellings or other dwellings not occupied by the owner.

## MECHANICAL

Mechanical permits may be issued to:

- The building owner
- Any person holding a Minnesota Mechanical Contractors bond.

## ELECTRICAL

Electrical permits may be issued to:

- A Minnesota licensed electrical contractor
- The owner of a dwelling who occupies or will occupy the dwelling upon completion of work. The owner must do the work themselves. An owner can occupy more than one dwelling.

## BUILDING

### (Non-Residential and Residential > 4 D.U.)

Building permits for work on non-residential structures or residential structures containing more than four dwelling units may be issued to:

- Anyone.

## ROOFING

A building permit for residential roofing on structures containing four or fewer dwelling units may be issued to:

- The building owner
- A Minnesota licensed home builder, remodeler, or roofer.
- An architect or professional engineer engaging in professional practice
- A person whose total gross annual receipts do not exceed \$15,000 (still requires exemption certificate).
- Habitat for humanity
- A school district or technical college

## BUILDING (≤ 4 D.U.)

Building permits for work on residential structures containing four or fewer dwelling units may be issued to:

- The building owner
- A Minnesota licensed home builder or remodeler (licensed remodelers may not obtain permits for new buildings – additions, alterations, repairs only)
- An architect or professional engineer engaging in professional practice
- A person whose total gross annual receipts do not exceed \$15,000 (still requires exemption certificate).
- Habitat for humanity
- A school district or technical college
- A specialty contractor who provides only one **special skill**

**Special skill. "Special skill" means one of the following eight categories:**

|  |   |   |
|--|---|---|
| <p><b>(a) Excavation.</b><br/>                 (1) excavation;<br/>                 (2) trenching;<br/>                 (3) grading;<br/>                 (4) site grading.</p> <p><b>(c) Carpentry.</b><br/>                 (1) rough framing;<br/>                 (2) finish carpentry;<br/>                 (3) doors, windows, and skylights;<br/>                 (4) porches and decks, excluding footings;<br/>                 (5) wood foundations;<br/>                 (6) drywall installation, excluding taping and finishing.</p> <p><b>(d) Interior finishing.</b><br/>                 (1) floor covering;<br/>                 (2) wood floors;</p> | <p>(3) cabinet and counter top installation;<br/>                 (4) insulation and vapor barriers;<br/>                 (5) interior or exterior painting;<br/>                 (6) ceramic, marble, and quarry tile;<br/>                 (7) ornamental guardrail and installation of prefabricated stairs;<br/>                 (8) wallpapering.</p> <p><b>(e) Exterior finishing.</b><br/>                 (1) siding;<br/>                 (2) soffit, fascia, and trim;<br/>                 (3) exterior plaster and stucco;<br/>                 (4) painting;<br/>                 (5) rain carrying systems, including gutters and down spouts.</p> <p><b>(f) Drywall and plaster.</b><br/>                 (1) installation;<br/>                 (2) taping;</p> | <p>(3) finishing;<br/>                 (4) interior plaster;<br/>                 (5) painting;<br/>                 (6) wallpapering.</p> <p><b>(g) Residential roofing.</b><br/>                 (1) roof coverings;<br/>                 (2) roof sheathing;<br/>                 (3) roof weatherproofing and insulation;<br/>                 (4) repair of roof support system, but not construction of new roof support system.</p> <p><b>(h) General installation specialties.</b><br/>                 (1) garage doors and openers;<br/>                 (2) pools, spas, and hot tubs;<br/>                 (3) fireplaces and wood stoves;<br/>                 (4) asphalt paving and seal coating;<br/>                 (5) ornamental guardrail/prefabricated stairs</p> |
|--|---|---|

### RESIDENTIAL CONTRACTORS, REMODELERS AND ROOFERS 326B.84 GROUNDS FOR LICENSE SANCTIONS.

(6) has been convicted of a violation of the State Building Code or has **refused to comply with a notice of violation or stop order issued by a certified building official**, or in local jurisdictions that have not adopted the State Building Code has refused to correct a violation of the State Building Code when the violation has been documented or a notice of violation or stop order issued by a certified building official has been received;

(12) if unlicensed, **has obtained a building permit by the fraudulent use of a fictitious license number or the license number of another**, or, if licensed, **has knowingly allowed an unlicensed person to use the licensee's license number for the purpose of fraudulently obtaining a building permit**; or **has applied for or obtained a building permit for an unlicensed person**;

### 326B.85 BUILDING PERMIT CONDITIONED ON LICENSURE; NOTICE OF PERMIT APPLICATION.

**Subdivision 1. Building permit.** A political subdivision **shall not issue a building permit to an unlicensed person** who is required to be licensed under sections 326B.802 to 326B.89. A political subdivision that issues zoning or land use permits in lieu of a building permit shall not issue those permits to an unlicensed person who is required to be licensed under sections 326B.802 to 326B.89. **The political subdivision shall report the person applying for the permit to the commissioner who may bring an action against the person.**

**Subd. 2. Notice of building permit application.** A political subdivision shall notify the department when an application for a building permit involving the construction of new residential real estate has been received from an unlicensed person by submitting a copy of the application to the department within two business days of receipt of the application. The political subdivision may submit a copy of the building permit application by facsimile, United States mail, or electronic communication.

### LEAD CERTIFICATION REQUIRED

**Subd. 13. Lead certification.** **When issuing permits in compliance with the State Building Code to a residential building contractor, residential remodeler, manufactured home installer, or residential roofer licensed under section 326B.805, municipalities must verify lead certification qualifications of the licensee required under subdivision 14 for renovations performed on residential property constructed prior to 1978. Municipalities may charge a surcharge for verification of this certification under section 326B.815, subdivision 2.**

**Subd. 14. Pre-1978 structures.** **A residential building contractor, residential remodeler, manufactured home installer, or residential roofer licensed under section 326B.805 performing renovation as defined by Code of Federal Regulations, title 40, section 745.83, on a residential structure constructed prior to 1978 must be certified in accordance with Code of Federal Regulations, title 40, section 745.89, unless the property has been determined to meet an exemption under Code of Federal Regulations, title 40, section 745.82. Before performing the renovations as defined by Code of Federal Regulations, title 40, section 745.83, on a residential structure constructed prior to 1978, a licensee working on the structure must be able to provide to the commissioner information so that proof of certification can be obtained as required in this subdivision. The department shall provide on its Web site a link to the United States Environmental Protection Agency Web site for verification of certification of a licensee.**

Contractors applying for permits for pre-1978 dwellings must have their license listed on the EPA web site before a permit will be issued by the Maple Grove Building Department.

If you wish to claim exemption from the certification requirement as referenced in Subd. 14 above, you must provide the text of the appropriate federal regulations, a detailed description of the work to be performed, and an explanation how the work to be performed meets the exceptions.