

City of Faribault Building Code Division

Commercial Building Permits



A complete set of documents will help get your next project started fast.

Submittal Requirements for Commercial Building Permits

Submittal Documents

- ✓ Two (2) sets of construction documents (i.e. architectural/structural, plumbing, mechanical, and electrical drawings).
- ✓ All drawings must be signed and sealed by the Architect and/or Engineer of Record, unless otherwise approved by the Building Official.
- ✓ Drawings shall be complete and include all disciplines with sufficient clarity to define the scope of work. These documents shall be submitted as a package (i.e. architectural, structural, mechanical, plumbing, and electrical)
- ✓ Plumbing Plans are submitted by the plumbing contractor's Engineer to the State of Minnesota Plumbing Division for approval.
- ✓ Name and address of the person and/or firm responsible for the design of the drawings shall be printed on the drawings.
- ✓ Project address and suite, floor, space, unit and/or building number shall be printed on the drawings as well as on the permit.
- ✓ Complete floor plan showing the tenant finish or tenant remodel area; existing tenant spaces and tenant separation walls, existing and new exit doors, wall types, hardware schedule, etc.
- ✓ Show a key plan of the entire floor, to scale, showing all tenant spaces and the overall exit egress system.
- ✓ Statement of Valuation including total valuations for construction, mechanical/plumbing, electrical, etc.
- ✓ Code Analysis and Summary. See website at www.faribault.org for specifics.
- ✓ Sprinkler and Fire Detection System drawings shall be submitted to the City of Faribault for review and approval prior to installation of devices.

2006 International Building Code
 2006 International Residential Code
 2007 Minnesota State Building Code
 2006 International Mechanical Code
 2006 International Fire Code

Types of Permits

- ❑ **Variance Permit**
- Application Fee - Planning and Zoning
- ❑ **Conditional Use Permit**
- Application Fee - Planning and Zoning
- ❑ **Street Opening Permit**
- Permit Fee – Engineering Department
- ❑ **Erosion Control Permit**
- Permit Fee – Engineering Department
- ❑ **Building Permit**
- Based on total valuation of project
 - Building Plan Review
- Based on 65% of valuation
 - Water Accessibility Charge
 - Sewer Accessibility Charge
 - Non-Standard Water and Sewer Accessibility Charge
 - Water Meter Charge
* Based on size
 - Parkland Dedication Fee
 - State Surcharge
- 2% of valuation
- ❑ **Plumbing Permit**
- Based on flat fee plus \$5 per fixture
 - Plumbing Permit must be obtained by a plumbing contractor licensed by the State of Minnesota. A City of Faribault license is also required.
 - Plumbing Plan approved by the State of MN Plumbing Division.
- ❑ **Mechanical Systems Permit**
- Based on total mechanical valuation
- ❑ **Automatic Sprinkler Permit**
- Based on .015 x valuation of sprinkler project
- ❑ **Demolition Permit** - For removal of existing structures

Permit charges can be calculated before submittals when requested.

Minnesota State Plumbing Code 4715
 2006 International Fuel and Gas Code
 2009 Minnesota State Energy Code
 2005 National Electrical Code



Building Code Division

3rd Floor, 208 NW 1st Ave, Faribault, MN 55021 www.faribault.org

Alan Ernste,	Building Official	(507) 333-0347
Dave Mathews,	Building Inspector	(507) 333-0357
	Schedule Inspections	(507) 333-0387

REQUIRED INSPECTIONS:

The following inspections shall be obtained during the construction of the building. It is the responsibility of the party doing the work to make arrangements with the building department for inspections (MR 1300.0120):

- 1. Footing Inspection**
Prior to the placement of any concrete, footings must be formed on both sides and have any required reinforcement secured in place.
- 2. Framing Inspection**
To be made after the roof, interior partitions, fire blocking and bracing are in place and all rough plumbing, heating and electrical work has been completed.
- 3. Electrical Inspection:** A SEPARATE PERMIT IS REQUIRED.
Call Steven Kletschka, State Electrical Inspector, at 507-334-3450 between the hours of 7:00-8:30 a.m.
- 4. Insulation Inspection**
Insulation and vapor barrier are in place prior to the installation of the wall covering.
- 5. Gypsum Board (Sheetrock) Inspection**
To be made after all material, interior or exterior are in place but before any plastering is applied or gypsum board joints and fasteners are taped and finished.
- 6. Plumbing Inspection**
Underground plumbing pipes must be inspected and air tested before covering with dirt or concrete. Above ground vent and waste pipes must be inspected and air tested before wall covering is applied.
- 7. Mechanical Heating System Inspection**
Ducts and pipes used to convey the source of heat throughout the structure must be accessible and exposed.
- 8. Gas Piping Inspection**
The inspection must be made after gas piping has been installed and before any piping has been covered or concealed. The inspection must include an air pressure test at which time the fuel piping must stand a pressure of not less than 25 pounds for at least 12 hours.
- 9. Final Inspection**
The final inspection is to be made after finish grading and the building is completed and ready for occupancy.

