




CITY OF SAINT PETER
DEPARTMENT OF BUILDING SAFETY
Phone 507-934-0662 Fax 507-934-4917

**COMMERCIAL & INDUSTRIAL
PACKET CONTENTS**

1. Storm Water Pollution Prevention Plan
2. Public Works Checklist
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5. Building Permit Application
 - a. THREE (3) sets of approved plans signed by a licensed architect or engineer
6. Plumbing/Mechanical Permit Application
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Commercial Construction SWPPP Checklist

This form is intended to assist the applicant in the preparation of the Stormwater Pollution Prevention Plan (SWPPP). Your SWPPP does not have to follow the format of this checklist. The purpose of this checklist is to help you ensure that your SWPPP contains all required components.

Description		Location in SWPPP & Notes
Project & Activity Description		
Describe the nature/function of the construction project.		
Describe the intended sequence of major construction activities.		
Indicate the total site area that is expected to be disturbed.		
Include a general location map identifying site location and any waters of the U.S within one mile of the site.		
Site Map		
Include a legible site map, complete to scale of the entire site. Indicate the following items on the map.		
Direction of stormwater / drainage patterns, and approximate slopes after major grading activities;		
Areas to be disturbed and areas that will not be disturbed;		
Locations of off-site material, waste borrow, or equipment storage areas used solely for the project;		
Locations of major structural and non-structural erosion and sedimentation controls;		
Describe all interim and permanent stabilization practices, including installation schedule. Preserve vegetation where possible, and avoid the use of impervious surfaces.		
Describe all measures / waste disposal practices to prevent discharge of solid material, including building materials to waters of the state. Include location of dumpster.		
Describe measures to minimize off-site tracking of sediments to paved surfaces and the generation of dust.		
Describe any waste or construction materials to be stored onsite, and list measures to limit exposure (storage, spill prevention, and response practices)		
Describe routine inspection schedules and procedures to ensure control measures are operating effectively.		
Indicate who the qualified personnel will be to perform inspections.		

PUBLIC WORKS CHECKLIST
Information Required for Building Permit Application
Building Department 934-0662 Department of Public Works 934-0670

Address: _____

- ☐ If 1.0 or more acres are disturbed a full Construction SWPPP designed for a person having adequate training and meeting the minimum requirements of the MN General Construction Stormwater Permit is provided. No work may begin until a copy of the active MPCA NPDES permit is provided.
- ☐ Is a Stormwater Management Plan required for this site?
 - ☐ The final site design complies with the approved Stormwater Management Plan, or
- ☐ Map showing how building will be located on the lot.
Also include on the map:
 - ☐ Exterior stormwater drainage plan identified.
 - ☐ Directional arrows are shown for proposed drainage.
 - ☐ Drainage easements are identified.
 - ☐ 1-foot contours both existing and proposed.
 - ☐ Location of all existing and proposed permanent stormwater control measures.
 - ☐ Location of all temporary sediment basins.
 - ☐ Existing and proposed impervious areas.
 - ☐ Buffer areas and areas not to be disturbed clearly marked.
 - ☐ All wetlands, drainage channels, surface waters, etc. located within 1.0 miles shown.
 - ☐ Is on-site fueling proposed?
 - ☐ Location
 - ☐ Type of tank meeting Fire Marshal approval?
 - ☐ Secondary containment
 - ☐ Description and location of erosion and sediment control (sediment control, inlet protection, etc.) devices. (Standard Detail Plate #3003, #3004 or approved alternative)
 - ☐ Location of temporary stockpiles identified.
 - ☐ Description, quantity, and location of erosion and sediment control devices. (Standard Detail Plate #3003, #3004 or approved alternative)
 - ☐ Description of construction phasing.
 - ☐ Location of access to lot identified.
 - ☐ If an access to the lot is being requested a rock exit (Standard Detail Plate #3005) will need to be installed.
 - ☐ Location of concrete washout identified.
 - ☐ Location of porta potty identified and located on private property
 - ☐ Location of construction dumpsters identified and located on private property
 - ☐ Location of curb cut for driveway identified. Need Curb & Gutter/Driveway application.
 - ☐ Existing or ☐ Proposed size of curb cut desired _____ (Standard Detail Plate #7020)
 - ☐ Location of curb stop identified. If curb stop is in the driveway or a sidewalk an A-32 Ford water cover is required. (Standard Detail Plate #6002)
 - ☐ Location of water service and curb stop identified. (Standard Detail #6002, #6003)
 - ☐ Location of wastewater service and clean out identified. If the clean out is in the driveway or a sidewalk an A-32 Ford water cover is required. (Standard Detail #5004)
 - ☐ Location of electric service identified. (Identify from beginning to termination point)
 - ☐ Service to be open cut ☐ Service to be directional bored
 - ☐ Location of a mailbox that contains the weekly site inspections (Mailbox needs rain gauge).

- ☐ Mechanical room floor plan including the following information:
 - ☐ Utility room location
 - ☐ Water meters location in the utility room
 - ☐ Sump pump and tile location and outside rigid pipe discharge location
 - ☐ Electric panel location (interior)
 - ☐ Desired electric meter location (exterior) (Standard Detail #2013)
- ☐ Size of copper water service:
 - ☐ 1 inch ☐ 1 ½ inch ☐ 2 inch ☐ other _____
 - ☐ Amount of 1" Type K copper requested _____
- ☐ Size of PVC wastewater service:
 - ☐ 4 inch ☐ 6 inch ☐ other _____
- ☐ Electric service: Fill out City of Saint Peter Electric Utility Service Request
- ☐ Excavation proposed in Right-Of-Way ☐ Yes ☐ No
 - Please inform excavators that additional fees will be required in the right-of-way if not paid when the building permit is taken out.

(IF THIS INFORMATION IS NOT PROVIDED THE PERMIT APPLICATION WILL BE CONSIDERED INCOMPLETED AND WILL BE RETURNED)

Signature: _____
Contractor or Owner

Name: _____
(Please Print)

Reviewed by: _____
Signature

Name: _____
(Please Print)



**STORMWATER UTILITY
LAND DISTURBING PERMIT
CITY OF SAINT PETER**

Permit No: _____

Building Department 934-0662 or Public Works 934-0670

☐ OBSTRUCTION ☐ RIGHT-OF-WAY/EASEMENTS ☐ PRIVATE PROPERTY

Project Location: _____
(Street, property address or legal description, or distance and direction from nearest public street intersection)

Nature of Work: _____

Method of Installation: _____

Number of Disturbance Areas: _____ Total Amount of Proposed Land Disturbance: _____ acres

ATTACH: A scale drawing of the project showing existing and proposed obstructions/structures, location and depth of land disturbance, and method of installation. Existing and proposed 2-ft interval contours are required for all projects 2500 SF or larger unless waived by the Public Works Director.

Are lane closures or traffic detours proposed? ☐ Yes ☐ No Duration: _____

ATTACH: A plan for each proposed lane closure and/or detour showing the route and traffic control. All plans must be pre-approved in writing by the Department of Public Works and written notice is required a minimum 3-working days prior to installation, change, or removal except when directed by the Department of Public Works or Law Enforcement.

APPLICANT _____ PHONE _____
PRINT

ADDRESS _____
STREET CITY STATE ZIP

EMAIL _____

PARTY PERFORMING WORK _____

CONTACT _____ EMERGENCY
(24HR) PHONE _____

ADDRESS _____
STREET CITY STATE ZIP

EMAIL _____

The undersigned understands and accepts the terms and conditions of this permit and agrees to fully comply with all rules, standards and ordinances regulating the work. The permittee agrees to provide an instrument of surety in the amount of \$3000 for sites up to 3-acres and \$1000 for each additional 1-acres or portion thereof.

Signed: _____ Title: _____ Date: _____

This permit will expire the sooner of 90 days from the date approved or the end of the calendar year. A final inspection is required with each permit. Stormwater Utility 1-working day prior to set up an appointment for inspection at 507-934-0670. A copy of the MN Pollution Control Agency (MPCA) permit must be provided to the City and posted onsite prior to begin of land disturbance for all sites with 1.0-acres or more of land disturbance.

MPCA permit website: www.pca.state.mn.us/index.php/water/water-types-and-programs/stormwater/construction-stormwater/index.html

CITY USE ONLY

Permit Fee \$ _____ Receipt No. _____

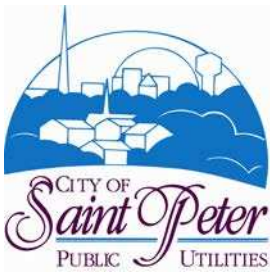
FINANCIAL SURETY \$ _____ TYPE OF SURETY: ☐ Bond ☐ Cash ☐ Certified Check ☐ Letter of Credit

In consideration of agreement to comply in all respects with the regulations and codes of the City of Saint Peter covering such operations, and pursuant to authorization duly given by said City of Saint Peter, permission is hereby granted for the work to be done as described in the above application with said work to be done in accordance with special provisions as attached:

APPROVED BY _____ DATE: _____

Inspection: ☐ Meets Compliance: no further work is required. ☐ Does not meet compliance. Follow up work is needed.

INSPECTED BY _____ DATE: _____



Permit No. _____

CITY OF SAINT PETER CURB & GUTTER/DRIVEWAY/CURB CUT APPLICATION

Building Department 934-0662 or Department of Public Works 934-0670

Site Address: _____

Type of property: ☐ Single-family residential ☐ Multi-family residential ☐ Commercial /Industrial

Application Name _____ Cell Phone No. _____

Applicant Address _____

City _____ State _____ Zip _____

Email address _____

Driveway / Access Information

Type of application: ☐ New Construction ☐ Replacement ☐ Alteration

Type of Work: ☐ Driveway ☐ Curb Cut ☐ Apron ☐ Curb/gutter work

Proposed driveway width: _____ Proposed curb cut length: _____

Description of Project: _____

I (we) the undersigned, herewith make application for permission to construct the access driveway at the above location, said driveway to be constructed to conform with regulations and conditions of the City of Saint Peter and to any special provisions included in the permit. It is agreed that all work will be done to the satisfaction of the City of Saint Peter within 90 days. It is further agreed that no work in connection with this application will be started until the application is approved. It is expressly understood that this permit is conditioned upon replacement or restoration

Applicant Name _____ Date _____

Signature _____

Property Owner Name _____ Date _____

Signature _____

Applicant will set up a pre and post inspection with the Stormwater Utility (507-934-0670) prior to pouring the driveway, sidewalk and curb and gutter. Please provide a 4- hour notice for an inspection. If the applicant does not call for a pre and/or post inspection, the City will cash the \$300.00 deposit for this permit. If the work is found to be out of compliance, the applicant will have 14 days to correct the issue and call for an additional inspection. If the correction is not done within 14 days, the city will make arrangements to have the additional work completed and billed to the applicant. Additional permits will not be issued to the applicant until all bills are paid. If the work completed is inspected and meets city compliance the \$300.00 deposit will be returned to the applicant after the final inspection is completed and the permit is closed out.

This permit is good for up to 90 days following authorization and will be expire at the end of the year if not completed.

Driveway / Access Diagram

The following must be included on the drawing below:

1. Lot width and depth
2. Location of the house, garage, sidewalk(s)
3. Location and dimensions of **existing** driveway, sidewalks, and curb cuts (as applicable)
4. Location and dimensions of the **proposed** driveway, sidewalks, and curb cuts
5. Distance from the **proposed** driveway to all property lines
6. Location of water shut-off valve (if shut-off valve is located within the proposed driveway area, applicant must purchase a casing and cover, prior to proposed driveway work.) See Standard detail # 6002

☐ Pre inspection completed Date: _____ Initials: _____

☐ Allowed to pour concrete against asphalt Date: _____ Initials: _____

☐ Asphalt must be removed in roadway and a form is to be used to assure flow line
Date: _____ Initials: _____

☐ Post inspection completed Date: _____ Initials: _____

☐ Permit is complete and the deposit can be returned
Inspector: _____ Date : _____



STORMWATER UTILITY CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS

NOTE: EROSION CONTROL MEASURES ARE REQUIRED. THIS SHALL BE INSTALLED PRIOR TO EXCAVATING OR A STOP WORK ORDER WILL BE ISSUED.

All construction site activity in the City of Saint Peter shall include the necessary precautions to control and mitigate the erosion of soil, sediment, silt, gravel, or other material onto adjacent roadways and properties. The Property Owner and/or Permit Holder for the construction site shall be responsible for complying with the requirements set forth below, including activities by subcontractors, suppliers, or others involved with the construction project. The list represents minimum requirements for all sites – larger projects or projects located on erosion prone or erosion sensitive sites may be subject to additional measures at the discretion of the Building Department or the Stormwater Utility.

1. Construction sites will be required to install erosion control measures. Construction site exits must have a rock entrance that meets or exceeds Standard Detail Plate No: 3005 or an alternative approved in advance by the Public Works Director. Silt fence shall be installed in compliance with Standard Detail Plate No: 3003 and/or 3004 to protect the adjacent properties and be maintained until all lawn or landscaping is installed.
2. The MPCA has determined that all areas disturbed by excavation and backfilling operations which exposed soil must be stabilized no later than 7 days after the construction activity in that portion of the site has temporarily or permanently ceased.
3. All materials, tracked or otherwise deposited on roadways adjacent to a construction site or on roadways being used as haul routes for material being delivered to or removed from a site, shall be cleaned daily, unless more frequent cleaning is required by the Stormwater Utility.
4. All material, which is deposited on adjacent roadways as a result of a precipitation event, shall be removed, including the cleaning of storm sewer or overland drainage ditches, within 24 hours following the event.
5. Should the Property Owner/Permit Holder fail to provide adequate erosion and sediment control or to clean the material from the roadway as needed/directed the following steps may be taken:
 - a. A Field Compliance Order or Notice of Violation will be issued.
 - b. If the problem still exists and is not corrected in the timeframe indicated in the Field Compliance Order or Notice of Violation, the City may make provisions to perform corrective action. All costs incurred by the City for said corrective action shall be billed to the Property Owner/Permit Holder.
 - c. No inspections shall be done and a Certificate of Occupancy will not be issued until such time as payment(s) for the work have been made.
 - d. Issuance of additional permits to the Permit Holder for other construction projects within the City of Saint Peter will be withheld until such time as corrective action is completed.

I, _____, the Property Owner/Permit Holder for the construction activity taking
Name

place at _____ in the City of Saint Peter declares that I have read,
Address

Understood, and will abide by the conditions listed above regarding Erosion Control on this project.

Signed

Date

Telephone Number

EROSION AND SEDIMENT CONTROL AGREEMENT

THIS AGREEMENT made and entered this ____ day of _____ 20____, by and between _____ and _____, husband and wife/a single person, hereinafter referred to as "OWNER" and the City of Saint Peter, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "CITY".

WHEREAS, OWNER is the owner of real property located at _____, St. Peter, MN. 56082, real estate tax parcel number _____, legally described as follows: _____

WHEREAS, OWNER has applied for a building permit which building permit requires the OWNER to provide for erosion and sediment control;

WHEREAS, Saint Peter City Ordinance No.371, requires the OWNER to provide for erosion and sediment control throughout the course of the permit;

WHEREAS, Saint Peter City Ordinance No. 371, requires the OWNER to secure the performance of the erosion and sediment control with a \$3,000.00 bond to secure the CITY'S erosion and sediment control standards;

WHEREAS, the CITY has established a policy which allows OWNERS to execute an assessment against their property in lieu of posting of a \$3,000.00 bond;

WHEREAS, the OWNER wishes to accept the CITY'S offer of assessment;

WHEREAS, in consideration of the CITY'S acceptance of the waiver of assessment agreement rather than requiring the OWNER to post a \$3,000.00 bond, the OWNER waives its rights, pursuant to Minnesota Statute Chapter 429, to notice of hearing and objection to the amount of the assessment;

WHEREAS, the OWNER agrees to comply with erosion and sediment control requirements as set forth in the CITY'S permit;

WHEREAS, in the event the OWNER fails to comply with the erosion and sediment control requirements as set forth by the CITY and the CITY is required to bring the OWNER'S project into compliance with the erosion and sediment control requirements, the CITY will retain a contractor or will, with CITY labor, complete the corrections required to complete the project:

WHEREAS, in the event the CITY is required to make the corrections, the OWNER agrees to pay the CITY the costs the CITY incurred to make the correction through the levy of an assessment on the benefited property, payable over a five (5) year period at an interest rate not to exceed eight percent (8%). The cost of the assessment shall be taxable cost of bringing the project into compliance which shall not exceed \$3,000.00.

NOW, THEREFORE, be it hereby agreed between the parties hereto that:

1. OWNER will comply with the erosion and sediment control requirements as set forth in the building permit and City Ordinances.
2. In the event OWNER fails to comply with the erosion and sediment control requirements as set forth in the permit and City Ordinances and the CITY is required to complete or correct the erosion and sediment control on the property and the permitted right-of-way adjacent to the property, the OWNER will pay all costs to repair, replace, and correct the erosion and sediment control on the property and in the permitted right-of-way of the full project. Payment shall be made upon completion of the project or alternatively through special assessments levied against OWNER'S property in accordance with Minnesota Statute Chapter 429.
3. OWNER waives his rights pursuant to Minnesota Statutes Chapter 429, to notice of a hearing and objection to the amount of the assessment
4. CITY will assess OWNER'S property pursuant to Minnesota Chapter 429.

IN WITNESS WHEREOF, the parties hereto have set their hands this day and year first written above.

PROPERTY OWNER

BY: _____

CITY OF SAINT PETER

BY: _____
Timothy Strand - Mayor

Todd Prafke - City Administrator

City of Saint Peter Electric Utility Service Request

All information below will need to be filled in to receive a secondary service.

Temporary service required Yes --No Approximate Date to connect ____/____/____
Circle One

Size & Voltage of Temporary service _____AMPS ____/____VOLTAGE

Proposed Location (Site Map Required)

Temporary service is the cost of the Contractor/Owner,

A copy of the Contractor Request for Electrical Inspection will be supplied by the Electrical Contractor before any Temporary Service or Permanent Service will be connected.

Panel service size in building _____AMPS

Service Voltage requesting ____/____VOLTAGE

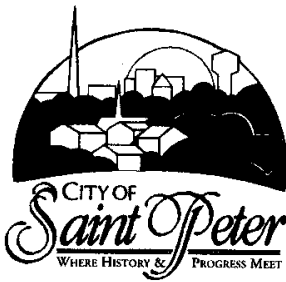
Service phases Single phase --- Three phase
Circle One

Who will be installing the secondary service?

Approximate date when permanent service will be needed ____/____/____

Proposed Electric Utility's secondary connection point (Site Map Required)

The final location of secondary electrical connection points will be made by the Electric Utility.



City of Saint Peter

Building Department

227 South Front

Saint Peter, MN 56082

Phone: 507-934-0662 Fax: 507-934-4917

Permit Number _____

BUILDING PERMIT APPLICATION

BUILDING SITE ADDRESS _____ (OR) LOT _____ BLOCK _____ PHONE _____

PROPERTY OWNER _____ ADDRESS _____ PHONE _____

GENERAL CONTRACTOR _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

PLUMBING CONTRACTOR (IF APPLICABLE) _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

MECHANICAL CONTRACTOR (IF APPLICABLE) _____ ADDRESS _____ PHONE _____

ELECTRICAL CONTRACTOR (IF APPLICABLE) _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

EXCAVATION CONTRACTOR (IF APPLICABLE) _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

PROPERTY USE <input type="checkbox"/> SINGLE FAMILY RES. <input type="checkbox"/> TWO FAMILY RES. <input type="checkbox"/> THREE + FAMILY RES. <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> INSTITUTIONAL <input type="checkbox"/> PUBLIC	TYPE OF WORK <input type="checkbox"/> NEW BUILDING <input type="checkbox"/> EXISTING BUILDING <input type="checkbox"/> ADDITION <input type="checkbox"/> REMODEL <input type="checkbox"/> REPAIR <input type="checkbox"/> DECK <input type="checkbox"/> REROOF <input type="checkbox"/> RESIDE	TYPE OF STRUCTURE <input type="checkbox"/> PRINCIPLE BUILDING <input type="checkbox"/> GARAGE <input type="checkbox"/> ACCESSORY BUILDING <input type="checkbox"/> TEMPORARY BUILDING <input type="checkbox"/> OTHER (SPECIFY) _____ _____	Occupancy _____ Type of Construction _____ PROPOSED SETBACKS FRONT _____ NSEW LEFT _____ NSEW RIGHT _____ NSEW REAR _____ NSEW
---	---	---	---

DESCRIPTION OF PROJECT _____

CONSTRUCTION & SITE PLANS ATTACHED (TWO COPIES EACH) ☐ YES ☐ NO ☐ SQUARE FOOTAGE _____

IS AN EXCAVATION PERMIT REQUIRED? ☐ YES ☐ NO IS THE HOME OLDER THAN 1978? ☐ YES ☐ NO

IF SO PROVIDE LEAD CERTIFICATION LICENSE # _____ SIGN (LICENSEE) _____

ESTIMATED VALUE OF WORK (INCLUDING LABOR) \$ _____

DOES THIS VALUE INCLUDE P&H ☐ YES ☐ NO

Permit becomes void if work does not begin within 180 days or if suspended at any time for over 180 days. Permits issued and inspections made by the City are a public service and do not constitute any representation, guarantee or warranty, either implied or expressed, to any person as to the condition of the building or conformance to applicable construction codes. The undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of Saint Peter regulating building construction.

EMAIL ADDRESS _____

BUILDING PERMIT FEE _____
PLAN REVIEW FEE _____
STATE SURCHARGE _____
TOTAL BUILDING FEE _____
PUBLIC WORKS FEE _____
TOTAL PERMIT FEE _____
RECEIPT NUMBER _____
ISSUED BY _____
PW APPROVAL _____

SIGNATURE OF: ☐ OWNER ☐ CONTRACTOR ☐ AUTHORIZED AGENT _____ PRINTED NAME _____ DATE _____

BUILDING OFFICIAL APPROVAL _____ DATE _____ ZONING ADMINSTRATOR APPROVAL _____ DATE _____

- 1. BUILDING PERMIT APPLICATION: Complete and sign a building permit application. The application is included in this packet.**
- 2. PLUMBING/MECHANICAL PERMIT APPLICATION: Complete and sign a plumbing/mechanical permit application. The application is included in this packet.**
 - Please note that a separate plumbing permit application is needed for a fire sprinkler/alarm system permit.**
- 3. SURVEY OR SITE PLAN: Provide an accurate, detailed site plan of the property showing all property lines, road rights-of-ways, easements, existing buildings (include dimensions) and the address or PIN number of the property. Diagram the proposed building location, dimensions and proposed setbacks from property lines, existing buildings, and all topographical features. A registered land survey may be required.**
- 4. BUILDING PLANS: Some business/commercial/industrial used structures may be required by the Building Official and/or state statute to be prepared by and signed by a Minnesota Licensed Architect, Structural Engineer, and Mechanical Engineer. Contact the Building Official to determine if your structure requires these design professionals. Please see the table below that lists the structures that are exempt from licensed Architects and Engineers.**

Occupancy Classifications	Number of Stories and Basement	Maximum Gross Square (GSF) or Dwelling Units (whichever is less)
(i) Warehouse (storage rooms) for combustible or non combustible goods	One story, no basement	5000 GSF
(ii) Retail or wholesale stores, paint stores without bulk handling	Two story and basement	1500 GSF
(iii) Office buildings	Two story and basement	2250 GSF
(iv) Factories and workshops using materials that are not highly flammable	One story, no basement	3000 GSF
(v) Aircraft hangar where no repair work is done except exchange of parts and maintenance requiring no open flame, welding, or the use of highly flammable liquids	One story, no basement	3000 GSF
(vi) Lodging houses	Two story and basement	5 rooms or 1500 GSF
(vii) Eating and drinking establishments	Two story and basement	Seating for not more than 20 persons or 1000 GSF
(viii) Apartment houses	Two story and basement or three story including half basement	4 dwelling units or 5000 GSF
(ix) Garages, carports, and sheds used as accessories	One story, no basement	1000 GSF
(x) Convents and monasteries	Two story and basement	10 dwelling units or 3000 GSF

- a. Elevation Drawings (exterior views), of front, rear, and sides of the finished structure.
- b. Floor plans of the basement and each floor showing the dimensions of the structure, interior rooms, and use of each room, window/door locations, interior walls, header sizes, stairs, and plumbing/mechanical equipment.
- c. Section Drawings (side cutaway view) showing the details of the footing, foundation construction with damp proofing and insulation, floor, wall, and roof construction.
- d. Plumbing Plans must be submitted to and approved by the Minnesota Department of Health Plumbing Division. Provide the Health Departments letter of approval and two (2) sets of plumbing plans to the City.
- e. Fire Sprinkler/Alarm Systems plans must be submitted to the City Building Department or State of Minnesota for review. Provide two (2) sets of plans to the City.

5. MISCELLANEOUS:

Pre-Construction Meeting: A meeting with the city staff should be scheduled to determine if the proposed use is permitted by the zoning, building, and municipal ordinances.

***Special Inspections:** IBC Chapter 17 requires the owner, Architect or Engineer of record to indicate what special inspections are required (if any) and who will be performing the special inspections which is subject to the approval of the Building Official.

General Zoning: Check with the jurisdiction to determine if a variance, conditional use permit, or special evaluation is required. Please contact Russ Wille at 507-934-0662.

Permit fees: The fees will be determined after the application and plans have been submitted and reviewed. Fees must be paid in full before a permit can be issued or construction can begin.

Electrical: The wiring must be inspected and approved by an electrical inspector. To request an inspection or to answer electrical questions, call Chris Gappa, State Electrical Inspector, at 507-327-6078 between the hours of 7:00 am. - 8:30 a.m, Monday through Friday.

GENERAL INFORMATION

A Certificate of Occupancy is required before the structure can be occupied. All the required building inspections must be completed and approved, and a final approval received from the State Electrical Inspector.

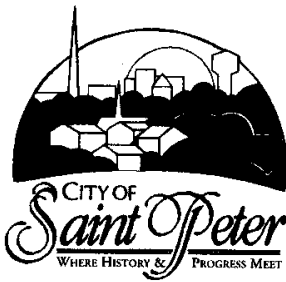
****Required Inspections:**

1. **Site Inspection**, before any construction begins.
2. **Footings**, after forms are in place, but prior to placement of concrete, gravel, or sand.
3. **Foundations**, prior to backfilling and as deemed necessary by the Building Official and design professionals.
4. **Plumbing 5# Air Test** of all waste and vent piping prior to covering, contact the Minnesota Department of Health and then the local Building Official with inspection requests.
5. **Fireplaces and Masonry Chimneys Rough-In**, for pre-fabricated when framing is complete, for masonry fireplaces when the throat is set, masonry chimneys when starting.
6. **Mechanical Rough-In** when complete, prior to covering.
7. **Gas Piping** must hold 25# of air for 12 hours, all piping and fittings must be exposed for inspection.
8. **Electrical** must be done BEFORE a framing inspection can be done.
9. **Framing/Structural** when all the framing is complete or in sections.
10. **Insulation** when the insulation, vapor barrier, firestopping, and draftstopping is in place.
11. **Plumbing Manometer Test** of all the waste and vent piping after all fixtures are set. Contact the State Health Department for inspection requests then the local Building Official.
12. **Special Inspections** of soils, concrete, welding, bolting, fire resistive construction, and similar components. The Building Official, Architect and Engineer of record shall indicate what special inspections are required. An inspector approved by the Building Official must perform the special inspections and file copies of all reports with the Building Official. **Depending on the project inspection of exterior and interior wall finish, fire suppression systems, alarms, elevators, firestopping, etc.. NOTE: The building site will be inspected for storm water drainage throughout the construction time.
13. **Final** when the structure is complete and the required inspections have been approved (cosmetic details do not have to be completed)

To schedule an inspection, please call **24 hours** in advance at 507-934-0662 between 8:30 a.m. to 4:30 p.m., Monday through Friday.

Excavations: Prior to excavating, please call Gopher State One, **48 hours** in advance at 811 or 1-800-252-1166 to verify the location of underground utilities, etc.

Gas and Electric Utilities: Contact your local utility for specific requirements at 507-934-0670.



City of Saint Peter

Building Department

227 South Front

Saint Peter, MN 56082

Phone: 507-934-0662 Fax: 507-934-4917

Permit Number _____

PLUMBING-MECHANICAL PERMIT APPLICATION

- ☐ PLUMBING PERMIT
- ☐ MECHANICAL PERMIT
- ☐ BOTH
- ☐ FIRE SPRINKLERS
- ☐ LAWN SPRINKLERS

BUILDING SITE ADDRESS (OR) LOT BLOCK PHONE

PROPERTY OWNER ADDRESS PHONE

PLUMBING CONTRACTOR (IF APPLICABLE) LICENSE# / EXP Date ADDRESS PHONE

MECHANICAL CONTRACTOR (IF APPLICABLE) ADDRESS PHONE

ELECTRICAL CONTRACTOR (IF APPLICABLE) LICENSE# / EXP Date ADDRESS PHONE

ARCHITECT/ENGINEER LICENSE# / EXP Date ADDRESS PHONE

CLASS OF WORK	BUILDING USE	TYPE OF WORK	TYPE OF STRUCTURE
<input type="checkbox"/> NEW	<input type="checkbox"/> SINGLE FAMILY RES.	<input type="checkbox"/> NEW BUILDING	<input type="checkbox"/> PRINCIPLE BUILDING
<input type="checkbox"/> ADDITION	<input type="checkbox"/> TWO FAMILY RES.	<input type="checkbox"/> EXISTING BUILDING	<input type="checkbox"/> GARAGE
<input type="checkbox"/> ALTERATION	<input type="checkbox"/> THREE + FAMILY RES.	<input type="checkbox"/> ADDITION	<input type="checkbox"/> ACCESSORY BUILDING
<input type="checkbox"/> REPLACE WATER HEATER	<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> REMODEL	<input type="checkbox"/> TEMPORARY BUILDING
<input type="checkbox"/> REPLACE FURNACE	<input type="checkbox"/> INDUSTRIAL	<input type="checkbox"/> REPAIR	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> HVAC	<input type="checkbox"/> INSTITUTIONAL		
<input type="checkbox"/> OTHER _____	<input type="checkbox"/> PUBLIC		

PLUMBING SECTION: SPECIFY NUMBER OF FIXTURES _____ IS A PLUMBING PLAN ATTACHED? ☐ YES ☐ NO

DESCRIPTION OF WORK _____

DOES YOUR PLUMBING PLAN INCLUDE A FIRE SPRINKLER ☐ YES ☐ NO LAWN SPRINKLER ☐ YES ☐ NO

MECHANICAL SECTION:

HEATING UNIT (☐ Gas) (☐ Other _____) (Efficiency _____ %) (Size _____ BTU)

(☐ Sealed Combustion) (☐ Direct or Power Vented) (☐ Atmospherically Vented) (☐ Other _____)

WATER HEATER (☐ Electric) (☐ Gas) (☐ Sealed Combustion) (☐ Direct or Power Vented) (☐ Atmospherically Vented)

COOLING UNIT (Size _____) (Seer _____)

ENERGY / VENTILATION SECTION:

MINNESOTA ENERGY CODE COMPLIANCE METHOD: ☐ CHAPTER 1322 Residential (Attach appropriate worksheet)

☐ CHAPTER 1323 Commercial (Attach appropriate worksheet)

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SIGNATURE OF: ☐ OWNER ☐ CONTRACTOR ☐ AUTHORIZED AGENT

PRINTED NAME

DATE

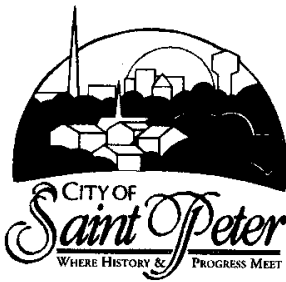
ESTIMATED VALUE OF WORK (INCLUDING LABOR) IS THIS VALUE INCLUDED IN BUILDING PERMIT? ☐ YES ☐ NO

I certify that the information contained herein is correct and agree to do the proposed work in accordance with the ordinances and codes of the City of Saint Peter regulating building construction. If the person making this application is not the property owner, the applicant represents that the owner has authorized such work and the submittal of the application. Approved plumbing/mechanical permits are issued to the applicant. The permit holder is responsible for all required inspections and corrections to completion.

BUILDING OFFICIAL APPROVAL

DATE

PLUM/MECH PERMIT FEE _____
PLAN REVIEW FEE _____
STATE SURCHARGE _____
TOTAL PERMIT FEE _____
RECEIPT # _____
ISSUED BY _____



City of Saint Peter

Building Department

227 South Front

Saint Peter, MN 56082

Phone: 507-934-0662 Fax: 507-934-4917

Permit Number _____

PLUMBING-MECHANICAL PERMIT APPLICATION

- ☐ PLUMBING PERMIT
- ☐ MECHANICAL PERMIT
- ☐ BOTH
- ☐ FIRE SPRINKLERS
- ☐ LAWN SPRINKLERS

BUILDING SITE ADDRESS _____ (OR) LOT _____ BLOCK _____ PHONE _____

PROPERTY OWNER _____ ADDRESS _____ PHONE _____

PLUMBING CONTRACTOR (IF APPLICABLE) _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

MECHANICAL CONTRACTOR (IF APPLICABLE) _____ ADDRESS _____ PHONE _____

ELECTRICAL CONTRACTOR (IF APPLICABLE) _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

ARCHITECT/ENGINEER _____ LICENSE# / EXP Date _____ ADDRESS _____ PHONE _____

CLASS OF WORK <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPLACE WATER HEATER <input type="checkbox"/> REPLACE FURNACE <input type="checkbox"/> HVAC <input type="checkbox"/> OTHER _____	BUILDING USE <input type="checkbox"/> SINGLE FAMILY RES. <input type="checkbox"/> TWO FAMILY RES. <input type="checkbox"/> THREE + FAMILY RES. <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> INSTITUTIONAL <input type="checkbox"/> PUBLIC	TYPE OF WORK <input type="checkbox"/> NEW BUILDING <input type="checkbox"/> EXISTING BUILDING <input type="checkbox"/> ADDITION <input type="checkbox"/> REMODEL <input type="checkbox"/> REPAIR	TYPE OF STRUCTURE <input type="checkbox"/> PRINCIPLE BUILDING <input type="checkbox"/> GARAGE <input type="checkbox"/> ACCESSORY BUILDING <input type="checkbox"/> TEMPORARY BUILDING <input type="checkbox"/> OTHER _____
--	---	--	--

PLUMBING SECTION: SPECIFY NUMBER OF FIXTURES _____ IS A PLUMBING PLAN ATTACHED? ☐ YES ☐ NO

DESCRIPTION OF WORK _____

DOES YOUR PLUMBING PLAN INCLUDE A FIRE SPRINKLER ☐ YES ☐ NO LAWN SPRINKLER ☐ YES ☐ NO

MECHANICAL SECTION:

HEATING UNIT (☐ Gas) (☐ Other _____) (Efficiency _____ %) (Size _____ BTU)

(☐ Sealed Combustion) (☐ Direct or Power Vented) (☐ Atmospherically Vented) (☐ Other _____)

WATER HEATER (☐ Electric) (☐ Gas) (☐ Sealed Combustion) (☐ Direct or Power Vented) (☐ Atmospherically Vented)

COOLING UNIT (Size _____) (Seer _____)

ENERGY / VENTILATION SECTION:

MINNESOTA ENERGY CODE COMPLIANCE METHOD: ☐ CHAPTER 1322 Residential (Attach appropriate worksheet)

☐ CHAPTER 1323 Commercial (Attach appropriate worksheet)

--	--	--

SIGNATURE OF: ☐ OWNER ☐ CONTRACTOR ☐ AUTHORIZED AGENT

PRINTED NAME _____

DATE _____

ESTIMATED VALUE OF WORK (INCLUDING LABOR) _____ IS THIS VALUE INCLUDED IN BUILDING PERMIT? ☐ YES ☐ NO

I certify that the information contained herein is correct and agree to do the proposed work in accordance with the ordinances and codes of the City of Saint Peter regulating building construction. If the person making this application is not the property owner, the applicant represents that the owner has authorized such work and the submittal of the application. Approved plumbing/mechanical permits are issued to the applicant. The permit holder is responsible for all required inspections and corrections to completion.

PLUM/MECH PERMIT FEE _____
PLAN REVIEW FEE _____
STATE SURCHARGE _____
TOTAL PERMIT FEE _____
RECEIPT # _____
ISSUED BY _____

BUILDING OFFICIAL APPROVAL _____

DATE _____

INFORMATION NEEDED FOR MECHANICAL & ENERGY CODE (VENTILATION):

Sq. ft. (including basement): _____

Average height of ceiling: _____

No. of bedrooms (including future): _____

Ventilation type (balanced or exhaust): _____

HRV (yes or no) ERV (yes or no)

Defrost deduction: _____ % CFM (low) _____ CFM (high) _____

No. of water heaters: _____ How vented? _____ Input BTU's _____

No. of Furnaces: _____ How vented? _____ Input BTU's _____

Gas fireplace? Yes or no Type: _____ Input BTU's _____

Solid fuel fireplace: (yes or no)

Largest other exhaust fan (cfm):

List other exhaust fans & CFM for each: _____

Combustion space: width: _____ length: _____ height: _____

CITY OF SAINT PETER ENERGY CODE WORKSHEET

BUILDING ADDRESS: _____ **DATE:** _____

CONTRACTOR/OWNER: _____

1. **GROSS CEILING AREA:** Raised Heel (Energy Truss) = _____ Square Feet "R"-Value _____
Standard Truss – Flat ceiling or scissors truss = _____ Square Feet "R"-Value _____
Cathedral Ceiling = _____ Square Feet "R"-Value _____
2. **GROSS WALL AREA:** (1st Floor) _____ Lineal Feet x _____ Height = _____ Square Feet. "R"-Value _____
3. **GROSS WALL AREA:** (2nd Floor) _____ Lineal Feet x _____ Height = _____ Square Feet. "R"-Value _____
4. **GROSS RIM JOIST AREA:** _____ Lineal Feet x _____ Height = _____ Square Feet. "R"-Value _____
5. **GROSS KNEEWALL AREA:** _____ Lineal Feet x _____ Height = _____ Square Feet. "R"-Value _____
6. **GROSS BASEMENT WALL AREA:** _____ Lineal Feet x _____ Height = _____ Square Feet "R"-Value _____
7. **GROSS CRAWL SPACE FOUNDATION AREA:** _____ Lin. Ft. x _____ Hgt.= _____ Sq. Ft. "R"-Value _____
(From top of footing to top of wall)
8. **FLOOR OVER UNCONDITIONED SPACE AREA:** = _____ Square Feet "R"-Value _____
(Areas over garages, crawl space, unconditioned basement, etc.)
9. **FLOOR OVER OUTSIDE AIR:** = _____ Square Feet "R"-Value _____
10. **PERIMETER OF HEATED SLAB ON GRADE:** (If applicable) = _____ Lineal Feet "R"-Value _____
11. **HOUSE WINDOW AREA:** (Of same "U" Value) = _____ Square Feet "U"-Value _____
12. **HOUSE WINDOW AREA:** (Of same "U" Value) = _____ Square Feet "U"-Value _____
13. **HOUSE WINDOW AREA:** (Of same "U" Value) = _____ Square Feet "U"-Value _____
14. **FOUNDATION/BASEMENT WINDOW AREA** (Maximum "U" Value of 0.51) = _____ Square Feet "U"-Value _____
15. **PATIO DOOR AREA:** = _____ Square Feet "U"-Value _____
16. **ENTRY DOOR AREA:** (Less than 50% Glass) = _____ Square Feet "U"-Value _____
17. **ENTRY DOOR AREA:** (More than 50% Glass) = _____ Square Feet "U"-Value _____
18. **SKYLIGHT WINDOW AREA:** (Maximum "U" Value of 0.55) _____ Square Feet "U"-Value _____
19. **FURNACE AFUE:** (Efficiency rating) _____ Rating _____
20. **AIR CONDITIONER SEER RATING:** _____ SEER _____

COMMENTS: _____

_____ 5-04

For complete information goto <http://mn.gov/commerce/energy/topics/efficiency/Energy-Code.jsp>.

State of Minnesota
Board of Electricity

**Residential Electrical
Inspection Checklist**

Generally, **Minnesota law** requires all electrical work to be performed by licensed, bonded, and insured electrical contractors and their employees.

Homeowners, within strict limitations, are exempt from Electrical licensing.

*An **owner** is a natural person who physically performs electrical work on premises the person owns and actually occupies as a residence or owns and will occupy as a residence upon completion of construction.*

Minnesota Statutes 326.01, Subd. 6e

A separate request for electrical inspection form with the required fees must be submitted to the Board of Electricity at or before commencement of any electrical installation that is required by law to be inspected.

Installers of electrical wiring shall schedule a final inspection when the electrical work is completed, prior to the electrical wiring being utilized and the associated space occupied.

CONTRACT INSPECTOR
Minnesota State Board of Electricity
Nicollet-Le Sueur County Inspector
Chris Gappa
507-327-6078

INSPECTORS ARE AVAILABLE WEEKDAYS ONLY
Between 7:00 am and 8:30 am

When an **owner** files a Request for Electrical Inspection form and inspection fees with the Board of Electricity or other electrical inspection authority, that person is signing an affidavit that they own and occupy the residence and that they personally and physically will perform all of the electrical work, including the laying out of such work.

It is illegal for an **owner** to install electrical wiring in mobile home or recreational vehicle parks, or on property that is rented, leased, or occupied by others.

01 Minnesota Rules 3800.3770 A ROUGH-IN INSPECTION must be made before any wiring is covered by insulation, sheetrock, paneling, or other materials. Underground wiring must be inspected to assure the minimum burial depth.

02 Where wiring is concealed before inspection,
the person responsible for concealing the wiring shall
be responsible for all costs resulting from
uncovering and replacing the covering material.

Minnesota Rules part 3800.3770

Except for the final connection to switches, receptacles, and lighting fixtures, all ground wires and other wires in boxes must be spliced and pigtailed for the rough-in inspection. **A FINAL ELECTRICAL INSPECTION** is required when all wiring has been completed and all devices, lighting fixtures, and appliances have been installed and tested.

General Circuitry

03 NEC 210.11 and 422.12 In addition to the branch circuits installed to supply general illumination and receptacle outlets in dwelling units, the following minimum requirements apply:

Two 20-amp circuits for the kitchen receptacles
One 20-amp circuit for the laundry receptacles
One 20-amp circuit for the bathroom receptacles
One separate, individual branch circuit for central heating equipment

04 NEC 210.52 Receptacles installed in the kitchen to serve countertop surfaces shall be supplied by not less than two separate 20 amp small appliance branch circuits.

05 NEC 300.3 All conductors of the same circuit, including grounding and bonding conductors, shall be contained in the same raceway, cable, or trench.

06 NEC 408.4 All circuits and circuit modifications shall be legibly identified as to purpose or use on a directory located on the face or inside of the electrical panel doors.

07 NEC 240.3 The rating of the fuse or circuit breaker generally determines the minimum size of the circuit conductor, per the following table:

Fuse or Circuit	Minimum Wire Size
-----------------	-------------------

16 cu
2cuin
4cuin
4cuin
2cuin
28 cu in



	Copper	Aluminum
15 amp	14	n/a
20 amp	12	n/a
30 amp	10	8
40 amp	8	6
50 amp	6	4

Note: Conductors that supply motors may have overcurrent protection that exceeds the general limitations in the above chart

- 08 NEC 406.3** Receptacle outlets shall be of the grounding type, be effectively grounded, and have proper polarity.
- 09 NEC 210.52** Receptacle outlets in habitable rooms shall be installed so that no point measured horizontally along the floor line in any wall space is more than 1.8 m [6'] from a receptacle outlet. A receptacle shall be installed in each wall space 600 mm [2'] or more in width.
- 10 NEC 210.52** At kitchen countertops, receptacle outlets shall be installed so that no point along the wall line is more than 600 mm [24"] measured horizontally from a receptacle.
- 11 NEC 406.4** Receptacles shall not be installed in the face-up position in countertops or similar work surfaces
- 12 NEC 210.52** A receptacle outlet shall be installed at each counter space 300 mm [12"] or wider, and at each island counter or peninsular space 600 mm [24"] by 300 mm [12"] or larger. Countertop spaces separated by range tops, sinks or refrigerators are separate spaces
- 13 NEC 210.52** Outdoor receptacles, accessible at grade level and no more than 2 m [6.5'] above grade, shall be installed at the front and back of a dwelling.
- 14 NEC 210.12** All branch circuits supplying 125-volt, 15 and 20 amp outlets in dwelling unit bedrooms shall be protected by a listed arc-fault circuit interrupter device.
- Ground-Fault Protection
- 15 NEC 210.8** At dwellings, ground-fault circuit-interrupter (GFCI) protection shall be provided for all receptacle outlets installed in bathrooms, garages, grade-level portions of unfinished accessory buildings, crawl spaces, unfinished basements, kitchen countertops, wet-bar sinks, boathouses and outdoors. Receptacles that are not readily accessible may be exempt from the GFCI requirement.
- 16 NEC 680.71** A hydromassage bathtub that has a re-circulating piping system designed to discharge water upon each use, and its associated components shall have GFCI protection.
- 17 NEC 680.71** All 125 volt receptacles not exceeding 30 amperes installed within 5 feet of the inside walls of the hydromassage bathtub shall be GFCI protected.
- 18 NEC 406.8** 15 and 20 amp, 125 and 250 volt receptacles installed outdoors in a wet location shall have an enclosure that is weatherproof whether or not the attachment plug is inserted.
- 19 NEC 680.71** All equipment associated with a hydromassage bathtub shall be accessible without damaging the building structure or finish.

The insulating value of human skin is drastically reduced when a person is wet Special requirements in the NEC help protect against the hazards of electricity and conductive pool water. See the Board of Electricity brochure entitled "Swimming Pools, Fountains, Spas and Hot Tubs"

Wiring Methods

- 20 NEC 314.23** All electrical boxes shall be securely supported by the building structure.
- 21 NEC 314.27** Boxes used as the sole support for a ceiling paddle fan shall be listed and labeled for such use.
- 22 NEC 334.30 and 334.17** Type NM (nonmetallic) cable shall be secured at intervals not exceeding 1.4 m [4.5'] and within 300 mm [12"] of each box. When a single gang box 57 mm x 100 mm [2 1/4" x 4"] or smaller is used without a cable clamp, the cable shall be secured within 200 mm [8"] measured along the sheath.
- 23 NEC 314.17** The outer jacket of NM cable shall extend into the box a minimum of 6 mm [1/4 inch.]
- 24 NEC 300.14** The minimum length of conductors, including grounding conductors, at all boxes shall be 150 mm [6"] with at least 75 mm [3"] outside the box.
- 25 NEC 300.4** Where cables are installed through bored holes in joists, rafters, or wood framing members, the holes shall be bored so that the edge of the hole is not less than 32 mm [1 1/4"] from the nearest edge of the wood member. Where this distance cannot be maintained, or where screws or nails are likely to penetrate the cable, it shall be protected by a steel plate at least 1.6 mm [1/16"] thick and of appropriate length and width.
- 26 NEC 300.22** Type NM cable shall not be installed in spaces used for environmental air, however NM is permitted to pass through perpendicular to the long dimension of such spaces.
- 27 NEC 250.134; 314.4; 404.9** All electrical equipment, metal boxes, cover plates, and plaster rings shall be grounded. All switches, including dimmer switches, shall be grounded.
- 28 NEC 110.12 & 314.17** Unused openings in boxes shall be effectively dosed. When openings in non-metallic boxes are broken out and not used, the entire box must be replaced.
- 29 NEC 110.14** Only one conductor shall be installed under a terminal screw. In boxes with more than one ground wire, the ground wires shall be spliced with a "wire tail" or "pig tail" attached to the grounding terminal screw.
- 30 NEC 110.14 & 300.15** Splices shall be made with an approved splice cap or "wire nut" and shall be made in approved electrical boxes or enclosures. Wire splicing means for direct burial shall be identified for such use.
- 31 NEC 314.25 & 410.12** In a completed installation, all outlet boxes shall have a cover, lampholder, canopy for a luminaire, or device with an appropriate cover plate.
- 32 NEC 314.19** Junction boxes shall be installed so that the wiring contained in them can be rendered accessible without removing any part of the building.
- 33 NEC 314.16** The volume of electrical boxes shall be sufficient for the number of conductors, devices, and cable clamps contained within the box. Nonmetallic boxes are marked with their cubic inch capacity. Use the following table to properly calculate box size:

Conductor Size	14 gauge	12 gauge
For each separate insulated wire	32.8 cm3 (2 in. 3)	36.9 cm3 (2.25 in. 3)
All ground wires (combined)	32.8 cm3 (2 in. 3)	36.9 cm3 (2.25 in. 3)
For each device (switch/receptacle)	32.8 cm3 (2 in. 3)	36.9 cm3 (4.5 in. 3)
All internal cable clamps (combined)	32.8 cm3 (2 in. 3)	36.9 cm3 (2.25 in. 3)

Four "#14/2 w/ground" cables:

Eight insulated wires.....	264.4 cubic centimeters	16 cu in
All ground wires.....	32.8 cubic centimeters	2 cu in
One switch.....	65.6 cubic centimeters	4 cu in
One receptacle.....	65.6 cubic centimeters	4 cu in
All clamps.....	32.8 cubic centimeters	2 cu in
Total box volume required.....	461.2 cubic centimeters	28 cu in

Sample Calculation:

34 NEC 410.8 Luminaires (lighting fixtures) installed in clothes closets shall have the following minimum clearances from the defined storage area (see the definition below):

- 300 mm [12"] for surface incandescent fixtures
- 150 mm [6"] for recessed incandescent fixtures
- 150 mm [6"] for fluorescent fixtures

35 NEC 410.8 Storage space, as applied to an electrical installation in a closet, is the volume bounded by the sides and back closet walls and planes extending from the closet floor vertically to a height of 1.8 m [6 ft] or the highest clothes-hanging rod and parallel to the walls at a horizontal distance of 600 mm [24"] from the sides and back of the closet walls respectively, and continuing vertically to the closet ceiling parallel to the walls at a horizontal distance of 300 mm [12"] or the width of the shelf, whichever is greater.

36 NEC 410.8 Incandescent luminaires with open or partially enclosed lamps and pendant fixtures or lampholders are not permitted in clothes closets.

37 NEC 410-66 Recessed lighting fixtures installed in insulated ceilings or installed within 13 mm [1/29] of combustible material shall be approved for insulation contact and labeled as Type IC.

The Minnesota Energy Code, part of the State Building Code, requires penetrations into exterior walls and ceilings to be sealed to prevent the leakage of airborne moisture into unheated spaces.

38 Minnesota Rules 3800.3620 All electrical equipment, including luminaires, devices, and appliances shall be LISTED AND LABELED by a nationally recognized testing laboratory as having been tested and found suitable for a specific purpose. Underwriters Laboratories (UL) and the Canadian Standards Association (CSA) are two of the recognized agencies.

39 NEC 110.3 All electrical equipment shall be installed and used in accordance with the listing requirements and manufacturer's instructions.

Electrical Services

40 NEC 310-15 CONDUCTOR SIZES FOR 120/240 VOLT SINGLE-PHASE DWELLING SERVICES AND FEEDER

Copper	Aluminum	Service Rating
4 AWG	2 AWG	100 amps
1 AWG	2/0	150 amps
2/0	4/0	200 amps

41 NEC 230.7 Conductors other than service conductors shall not be installed in the same service raceway or cable.

42 NEC 110.14 Conductors of dissimilar metals shall not be intermixed in a terminal or splicing device unless the device is listed for the purpose. Listed anti-oxidant compound shall be used on all aluminum conductor terminations unless information from the device manufacturer specifically states that it is not required.

43 NEC 300.7 Portions of raceways and sleeves subject to different temperatures (where passing from the interior to the exterior of a building) shall be sealed with an approved material to prevent condensation from entering the service equipment.

44 NEC 230.54 Where exposed to weather, service entrance conductors shall be rain-tight and arranged to drain.

45 NEC 300.4 Where raceways containing ungrounded conductors No. 4 or larger enter a cabinet, box, or enclosure, the conductors shall be protected by a conduit bushing providing a smoothly rounded insulating surface.

46 NEC 230.70 The electrical service disconnecting means shall be installed at a readily accessible location either outside a building or structure or inside nearest the point of entrance of the service-entrance conductors.

47 NEC 230.70 & 240.24 Electrical panels shall be readily accessible and shall not be located in bathrooms or in the vicinity of easily ignitable materials such as clothes closets.

48 NEC 110.26 The depth of working space in the direction of access to live parts, when the voltage to ground does not exceed 150 volts, shall be a minimum of 3 feet. The minimum width of working space in front of electrical equipment shall be the width of the equipment or 30 inches, whichever is greater. This workspace shall be clear and extend from the floor to a height of 6½ feet. This space shall not be used for storage.

49 NEC 110.26 Illumination shall be provided for all work spaces about electrical service equipment.

Grounding

50 NEC 250.50 A premises electrical service shall be connected to a grounding electrode system consisting of a metal underground water pipe in direct contact with earth for 3.0 m [10'] or more, if available on the premises, and supplemented by a rod, pipe, or plate electrode.

An additional electrode must supplement the buried water pipe electrode.

51 NEC 250.64 & 250.66 The grounding electrode conductor shall be unspliced. The size is determined by the size of the service-entrance conductors, per the following chart:

Equivalent Size of Service Entrance Conductor		Size of the Grounding Electrode Conductor	
Copper	Aluminum	Copper	Aluminum
4 AWG	2	8	6
1 AWG	2/0	6	4
2/0 or 3/0	4/0 or 250	4	2

The grounding electrode conductor that is the sole connection to a rod, pipe or plate electrode is not required to be larger than #6 copper.

52 NEC 250.28 A main bonding jumper or the green bonding screw provided by the panel manufacturer shall be installed in the service panel to electrically bond the grounded service conductor and the equipment grounding conductors to the service enclosure.

53 NEC 250.104 The interior metal water piping and other metal piping that may become energized shall be bonded to the service equipment with a bonding jumper sized the same as the grounding electrode conductor.

54 NEC 300.5 Direct buried cable or conduit or other raceways shall meet the following minimum cover requirements:

Direct Burial Cable	Rigid or Intermediate Metal Conduit	Non Metallic Raceway (PVC)
600 mm [24"]	150 mm [6"]	450 mm [18"]
Residential branch circuits rated 20 amps or less at 120 volts or less and with GFCI protection at their source are allowed a minimum cover of 300 mm [12"]		

55 NEC 300.5 Underground service conductors shall have their location identified by a warning ribbon placed in the trench at least 300 mm [12"] above the underground installation.

56 NEC 300.5 Where subject to movement, direct buried cables or raceways shall be arranged to prevent damage to the enclosed conductors or connected equipment

57 NEC 300.5 Conductors emerging from underground shall be installed in rigid metal conduit, intermediate metal conduit, or Schedule 80 rigid nonmetallic conduit to provide protection from physical damage. This protection shall extend from 450 mm [18"] below grade or the minimum cover distance to the point of termination above ground.

Board of Electricity Electrical Inspection Fees

The minimum fee for each separate inspection of an installation, replacement, alteration, or repair is \$20.

The inspection fee for the installation, addition, alteration, or repair to a service, change of service, temporary service, generator or other power supply source or feeder shall be per the chart below.

Each Service, Generator or Other Source Of Supply	
0 to and including 400 amps @ \$25	
401 to 800 amps @ \$50	

The inspection fee for the installation, addition, alteration, or repair of each circuit or feeder, feeder tap, or set of transformer secondary conductors including the equipment served, shall be per the chart below:

Each Circuit or Feeder	
0 to and including 200 amps @ \$5	
Over 200 amps @ \$10	

The TOTAL fee cannot be less than
\$20 for each required inspection trip.

ONE & TWO FAMILY DWELLINGS, EACH UNIT Includes the Service/Power Supply up to 500 Amperes, All Circuits, and Two Inspection Trips	
Each Dwelling Unit @ \$80	
Additional Inspection Trips @ \$20	

- Example 1: For a residential air conditioner installation involving one circuit and one inspection trip the electrical inspection fee is \$20, the minimum fee.

For a project where more circuits or feeders (rated less than 200 amps) are involved, the fee is calculated by multiplying the number of Circuits installed or altered by \$5.

- Example 2: For a detached structure that involves the installation of a feeder (\$25) and 2 circuits (\$10) requiring an inspection of the wiring to be concealed and a final inspection, the inspection fee is \$40, the cost of two inspection trips.

58 Minnesota Statute 326.2441 Whenever a re-inspection is necessary to determine whether unsafe conditions have been corrected, a re-inspection fee of \$20 may be assessed in writing by the inspector.

The above fees apply generally. Fees for other specific
Types of installations apply as identified in
Minnesota Statutes 326.2441

State of Minnesota Board of Electricity 1821 University Avenue Suite S-128 Saint Paul, Minnesota 55104 Phone 651-642-0800 Fax 651-642-0441 TTY/MRS 1-800-627-3529 www.electricity.state.mn.us
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DAILY LOG OF SITE INSPECTIONS

[illegible]

INSPECTOR(S) TO RECORD ALL SITE INSPECTIONS/VISITS ON THIS LOG FORM

“BUILDING A BETTER COMMUNITY THROUGH CODE ENFORCEMENT”

DAILY LOG OF SITE INSPECTIONS

[illegible]

INSPECTOR(S) TO RECORD ALL SITE INSPECTIONS/VISITS ON THIS LOG FORM

“BUILDING SAFETY IS NO ACCIDENT”