

Service connections at recreational camping area/manufactured home park plan review application

Project information and location

Project name

Physical address (street, city or township, county, state, ZIP code)

Plan submittal format

Paper

Electronic

Project type

State project (state-owned facility)

Other project (project types other than listed above)

Classification of work (check all that apply)

New facility

Addition of sites to existing facility

Replacement of existing site

Site service information

Sewer

New municipal

Existing municipal

New on-site septic system

Existing on-site septic system

Water

New municipal

Existing municipal

New private well

Existing private

Fee schedule/payment information

The plan review fee is based on the total number of sites to be provided with new water and/or sewer service connections.

- 1-25 sites – Enter \$300
- 26-50 sites – Enter \$350
- 51-125 sites – Enter \$400
- Over 125 sites – Enter \$500

Total number of new sites:

Enter fee based on number of sites:

If this project includes a permanent building (such as a shower house or storm shelter), calculate additional fees using the schedule below. If the value range is between:

- \$0 - \$1,500: Enter \$135.
- \$1,501 to \$2,500: It is \$135 for the first \$1,500, plus \$28 for each additional \$500 or fraction thereof, to and including \$2,500.
- \$2,501 to \$5,000: It is \$191 for the first \$2,500, plus \$25 for each additional \$500 or fraction thereof, to and including \$5,000.
- \$5,001 to \$25,000: It is \$316 for the first \$5,000, plus \$33 for each additional \$1,000 or fraction thereof, to and including \$25,000.
- \$25,001 to \$50,000: It is \$976 for the first \$25,000, plus \$31 for each additional \$1,000 or fraction thereof, to and including \$50,000.
- \$50,001 to \$500,000: It is \$1,751 for the first \$50,000, plus \$23 for each additional \$10,000 or fraction thereof, to and including \$500,000.
- \$500,001 to \$3,000,000: It is \$2,786 for the first \$500,000, plus \$41 for each additional \$100,000 or fraction thereof, to and including \$3,000,000.
- \$3,000,001 and over: It is \$3,811 for the first \$3,000,000, plus \$33 for each additional \$100,000 or fraction thereof.

Enter fee based on value range:

Enter total fees (campsites plus permanent buildings):

Calculate the required plan review fee carefully. Overpayment or underpayment will delay your plan review. Checks returned for nonpayment will be charged a \$30 fee (Minnesota Statutes 604.113, subd. 2). Check or money order must be made payable to the Minnesota Department of Labor and Industry. An interactive fee worksheet is at dli.mn.gov/business/plumbing-contractors/plumbing-permit-plan-review-and-surcharge-calculator.

Plan review applicant

Company

Contact name

Phone

Email address

Address (street or P.O. Box, city, state, ZIP code)

Plumbing system designer

Company

Contact name

Phone

Email address

Address (street or P.O. Box, city, state, ZIP code)

Project owner

Company

Contact name

Phone

Email address

Address (street or P.O. Box, city, state, ZIP code)

Instructions and additional information for the submittal of plumbing plans

The purpose of a plan review is to ensure that the design complies with the Minnesota Plumbing Code (Minnesota Rules, Chapter 4714) and that no plumbing system is installed that may endanger the public health. The Minnesota Plumbing Code requires plans and specifications to be submitted to the Minnesota Department of Labor and Industry and approved prior to construction of any new plumbing system or prior to any change to an existing plumbing system serving the public. Plans and specifications will not be approved without adequate information to verify compliance with the provisions of the Minnesota Plumbing Code.

Service connection plan submittals must include the following:

- **Utility site plan:** Show the manufactured home/campsite locations, water and sewer service locations, pipe sizes and the location of any buildings on the property. If applicable, show well and septic system locations on the property. The plan must include a scale or state the distances between pipes.
- **Material specifications:** Include a list of pipe materials, including the quality standard (ANSI, ASTM, etc.). Also provide the manufacturer's name and model number of hydrants, if installed.
- **Water system sizing information:** If the facility is served by a well, provide the well capacity in gallons per minute; the operating pressure range of the well pump; the manufacturer, model number and location of the pressure tank(s); and the number of existing sites and/or plumbing fixtures currently served by the well.
- **Signature:** The plans must be designed by either a Minnesota-licensed professional engineer or by the licensed master plumber of a Minnesota plumbing contractor (PC) installing the plumbing. Each sheet must be signed by the designer and include the designer's license number.

Permanent building plan submittals must also include the following:

- **Floor plan:** Show all fixture locations, all horizontal drainage pipe locations and all pipe sizes for new plumbing. This floor plan should include architectural details with grids and/or room numbers.
- **Roof plan:** Projects with internal storm drainage systems must show the locations of roof drains and the roof area served by each roof drain. Include tributary area and sidewall calculations near each roof drain.
- **Water riser diagrams:** Isometric drawings of the water supply system showing all pipe sizes and all fixtures.
- **Soil, waste and vent riser (DWV) diagrams:** Isometric drawings of the waste and vent system showing pipe sizes and fixtures.
- **Plumbing specifications:** Include a list of the manufacturer and model numbers of the plumbing fixtures, pipe materials, including the quality standard, testing, and disinfection procedures.

Include all requested information. Incomplete or illegible information will delay your plan review.

Plan submittal format

Paper:

- To submit a printed copy of the plans, send this completed application, a check or money order made out the Minnesota Department of Labor and Industry for the required plan review fee and a complete set of plans and specifications to Department of Labor and Industry, Plumbing Plan Review and Inspection, 443 Lafayette Road N., St. Paul, Minnesota 55155.

Electronic:

- For electronic plumbing plan review application visit <https://ims.dli.mn.gov/ims>.
- To pay by check or money order, send this completed application and the required plan review fee to the department (see address listed above).
- When received, the application will be recorded by the department, and an email invitation to participate in ePlans will be sent to the applicant's email address identified on the application. Refer to dli.mn.gov/business/get-licenses-and-permits/eplans-user-guide for information about submitting plans through ProjectDox.
- Verify that the address 'noreply.DLI@avolvecloud.com' is added to the email client's safe sender list to prevent this email from ending up in the spam or junk e-mail folder.

Additional information:

- If you have any questions about the required information for plan review, call 651-284-5063 or visit dli.mn.gov/business/get-licenses-and-permits/plumbing-plan-review.
- **For the current plan review turnaround time, call 651-284-5043.**
- It is the duty of the submitter to furnish the contractor with a copy of plans and specifications identical to those approved by the Minnesota Department of Labor and Industry for use on the project. Construction must be performed in accordance with the approved plans and specifications, unless permission for changes has been approved by the proper administrative authority. Approved plans must be retained at the site.

This material can be made available in different forms. To request, call 651-284-5063.