

Commercial Plan Review Frequently Asked Questions

Q: Can the plans be submitted in phases?

A: Yes, per the *International Building Code* (IBC), each portion (i.e. grading, foundation, piling, etc.) is charged a separate building and plan review fee. This increases overall cost for the building permit.

Important! Many projects require Council approval **prior** to construction. In most cases, special conditions are attached that must be satisfied prior to the issuance of permits.

Q: Does the plan review get paid up front?

A: The plan review fee is due up front if the contractor is TBD or if the project valuation is over \$10,000,000.

Q: Can the architectural plan review be expedited?

A: Maybe. An expedited review would be done on overtime. The Building Official would determine if it is possible. (Contact other departments for their specific policy.)

Q: Will plans be issued with redlines?

A: Yes, unless the Plans Examiner determines that the plans must be redrawn for clarification, redline plans will be issued. This applies to Building and Inspections only.

Q: How are plans to be submitted?

A: All plans, specifications, documents, etc. must be submitted through our online permit portal during the application process. Click here to access the portal: <https://permits.bloomingtonmn.gov/ProdPortal>

Q: Are signed plans and specifications required?

A: Yes, each page of all plans must be wet signed, embossed or stamp signed. If using a digital signature, make sure the document is not secure and the signature is flattened prior to submittal. Specifications must have a page that designates all the trades involved and a line for each to sign. Plans stamped "not for construction" or unsigned will be rejected.

Q: Are other fees required prior to the permit's issuance?

A: Yes, other fees could include sewer availability charge (SAC), utility connection, park dedication, erosion and landscape bonds, etc. Note: most commercial building permits require a SAC determination. For more information please contact the Metropolitan Council at 651-602-1770 or visit www.metrocouncil.org, keywords: SAC Program.

Q: Do you accept equivalencies?

A: Yes, any proposal must be submitted to the building official per the *Minnesota State Building Code, Section 1300.0110, Subpart 13*.

Q: If applicable, is Environmental Health Division plan approval required prior to issuing a building permit?

A: Usually. However, check with your plans examiner.

Q: Can the building plans be issued prior to the sprinkler plans?

A: Yes.

Q: Are there any special restrictions on exterior building materials?

A: Maybe. This is driven by City ordinance. Some areas in the city require brick or better, non-combustible construction, limitations on EIFS, etc. Check with Planning at 952-563-8920.

Q: Are permits required for signage?

A: Yes, Planning reviews all signage and issues all Permanent Sign permits.

Q: Can roof drains be directed to a parking lot or must they go to storm sewer?

A: They may go to parking but may **not** pass over a public walkway.

Q: How are building fees calculated?

A: For new buildings or additions the valuation is determined by the most current ICC Building Valuation Data table and then fees are calculated by using the Building Permit/Plan Check Fee Schedule. Other projects are calculated from the valuation given on the permit application.

Q: Is the ADA used for accessibility requirements?

A: No, the 2020 MN Accessibility Code shall be followed. Located in Minnesota Rules Chapter 1341. This rule chapter adopts by reference Chapter 11 of the 2018 International Building Code (IBC), Section 305 of the 2018 International Existing Building Code (IEBC), ICC/ANSI A117.1-2009, and Minnesota amendments.

Q: What partial permits are allowed?

A: Grading, piling, foundation and structural.

Q: Are site inspections or certifications by the design professional required?

A: Yes, if they are the designated special inspector.

Q: Does the City have specific design criteria?

A: Wind load per State Code (115mph), ground snow load (50# / sq. foot), structure per IBC; roof load and foundation per IBC and State.

Q: Are there other special requirements that may impact our building?

A: Requirements may include Planning and/or Council conditions, Engineering requirements, Watershed District approval and exterior lighting per the City ordinance.

This document is for informational purpose only and is not intended to address every situation for the plan review process.