



# CITY OF NEW HOPE COMMUNITY DEVELOPMENT

4401 Xylon Ave N • New Hope MN 55428 • Phone: 763-531-5127

• newhopemn.gov • newhopeinspections@newhopemn.gov

## PLUMBING PERMIT APPLICATION

### PROCESS

- All commercial properties with jobs consisting of six or more fixtures require plans to be submitted to the Department of Labor and Industry for review.
- This permit will become null and void if work or construction authorized is not commenced within 180 days or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Permit# \_\_\_\_\_

Received Application \_\_\_\_\_

Received Payment \_\_\_\_\_

*For Office Use Only*

### INCLUDE THE FOLLOWING ITEMS:

- ✓ Plumbing Permit Application (this sheet) filled out completely.
- ✓ Payment (see below)

### PROPERTY INFORMATION

Property Address: \_\_\_\_\_

Commercial Property     Residential Property

I am the Contractor     I am the Property Owner (\*See bottom of page 2 of application)

### PROPERTY OWNER INFORMATION

Property Owner: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### CONTRACTOR INFORMATION

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

State License#: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

### WORK INFORMATION

Alteration     Disconnect     Install     New     Other     Repair     Replace

	BASEMENT	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>
BATHTUB				
CATCH BASIN				
DISHWASHER				
DRINKING FOUNTAIN				
FLOOR DRAIN				
GARBAGE DISPOSAL				
GREASE TRAP				
LAV				

	BASEMENT	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>
SHOWER				
SINK				
SLOP SINK				
URINAL				
WASH TRAY				
WATER CLOSET				
WATER HEATER				
WATER SOFTENER				

Description of Work: \_\_\_\_\_

Value of Work Including Labor: \$ \_\_\_\_\_ Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_



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## PLUMBING PERMIT APPLICATION

### REQUIRED INSPECTIONS *COMPLETED BY CITY STAFF*

Air Test     Disconnect     Final     Progress     Rough In     Underground Plumbing

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

### FEE SCHEDULE

Water Heater Under \$500	\$51 flat fee (Residential, including surcharge) \$25 (Residential) \$40 (Commercial)
\$500 - \$1,000	\$25 plus 2.5% of amount over \$500 or minimum commercial (\$40)
\$1,001 - \$5,000	\$35 plus 2.25% of amount over \$1,000 or minimum commercial (\$40)
\$5,001 - \$10,000	\$125 plus 2% of amount over \$5,000
\$10,001 - \$25,000	\$225 plus 1.75% of amount over \$10,000
\$25,001 - \$50,000	\$490 plus 1.5% of amount over \$25,000
\$50,001 or More	\$875 plus 1.25% of amount over \$50,000
State Surcharge	.0005 x value of work (\$0.50 minimum)

Permit Fee	
State Surcharge	
<b>Fees Due Upon Application</b>	

Signature: \_\_\_\_\_ Date of Application: \_\_\_\_\_

### PAYMENT

- Check** (Make payable to City of New Hope. Mail Attn: Inspections Department to 4401 Xylon Ave N, New Hope, MN 55428)
- Credit Card** (Fill in information below)
  - Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_
  - Billing Address: \_\_\_\_\_
  - Signature: \_\_\_\_\_ Name (Print): \_\_\_\_\_

### COMMERCIAL PLUMBING PERMIT AND INSPECTION GUIDE

**Commercial Buildings:** The contractor is required to submit all plans to the Department of Labor and Industry for review. Exception – Small remodel projects consisting of five or fewer fixtures may proceed without approval of plans or specification by the Commissioner. The five-fixture exemption does not apply to state licensed facilities, commercial kitchens, or other food preparation areas.

**State Projects:** All plan reviews and inspections are done by the Department of Labor and Industry. State projects are public buildings and state licensed facilities. For each state project, an initial application must be submitted to Construction Codes and Licensing Division. Upon review, the applicant will be notified if any of the work will be delegated to the municipality.

**Public Buildings:** State owned building or a school district building project or charter school building project the cost of which is \$100,000 or more.

**State Licensed Facility:** A building and its grounds that are licensed by the state as a hospital, nursing home, supervised living facility, free-standing outpatient surgical center, correctional facility, boarding care home or residential hospice. Note – An assisted living facility is not a state licensed facility.

For more information on Plumbing Permits that need to be reviewed by the Department of Labor and Industry, visit:

<http://www.dli.mn.gov/business/get-licenses-and-permits/plumbing-plan-review-frequently-asked-questions>