



BUILDING DEPARTMENT
1584 Hadley Avenue N
Oakdale, MN 55128
Phone: 651-739-5150
Fax: 651-730-2820
E-Mail: permits@ci.oakdale.mn.us
www.ci.oakdale.mn.us

COMMERCIAL BUILDING PERMIT REQUIREMENTS

General Requirements

- Fill out Building Permit Application form: available at the counter or online. www.ci.oakdale.mn.us, 651-739-5150.
- **SAC determination letter.** Contact Metropolitan Council for SAC determination. SACprogram@metc.state.mn.us, 651-602-1378.
- **Plumbing Plan Review.** Submit plans to Minnesota Department of Labor and Industry. Plumbing and Engineering Unit, 443 Lafayette Rd. N., St. Paul, MN 55115-4343. www.dli.mn.gov/CCLD/PlanPlumbing.asp, 651-284-5063.
- **Fire Sprinkler Plan Review.** Submit plans to Minnesota State Fire Marshal Division. 651-201-7204.
- **Restaurants.** Submit plan to Washington County Health Department. Brice DeGrand, 651-430-6674.
- **Bakery, convenience and grocery stores.** Submit plans to the Minnesota Department of Agriculture. Adam Lewis, 651-503-6408.

Building Requirements

- Architectural and structural documents certified by licensed professionals (unless applicant can demonstrate exemption to MN Rule 1800.5200).
- Submit two complete sets of construction plans, which include civil, architectural, structural, mechanical, plumbing and electrical. One set of specifications.
- Site plans showing grading, landscape, erosion control and screening of roof RTU's.
- Submit building code analysis and life safety egress diagram with occupant load.
- Site survey and geotechnical report.
- Special structural testing and inspection summary schedule.
- Architecturally certified energy code analysis and building envelope data. Include lighting compliance documents.
- Provide plumbing fixture calculations based upon occupant load.

Codes in Effect as of 2020

Building Code	2020 Minnesota State Building Code (Rule 1305) 2018 International Building Code
Mechanical	2020 Minnesota Mechanical and Fuel Gas Code (Rule 1346) 2018 International Mechanical Code (Chapters 2 thru 15) 2016 ANSI / ASHRAE 154
Plumbing	2015 Minnesota State Plumbing Code (Rule 4715)
Electrical	2020 National Electric Code (NEC)
Accessibility	2020 Minnesota Accessibility Code (Rule 1341) 2009 ICC / ANSI A117.1
Energy	2020 Minnesota Commercial Energy Code (Rule 1323) 2016 ASHRAE Standard 90.1
Fire Code	2020 Minnesota State Fire Code 2020 International Fire Code



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PROFILE			
Project Address:		Date:	
Architect:		Contact Name:	
Address:	City	State	Zip
Phone:		Fax:	
Tenant:		Contact Name:	
Address:	City	State	Zip
Phone:		Fax:	

CONTRACTORS			
General:		Contact Name:	
Address:	City	State	Zip
Phone:		Fax:	
HVAC:		Contact Name:	
Address:	City	State	Zip
Phone:		Fax:	
Plumbing:		Contact Name:	
Address:	City	State	Zip
Phone:		Fax:	
Electrical:		Contact Name:	
Address:	City	State	Zip
Phone:		Fax:	

Submit Documents to:
 Sheryl Mellgren
 City of Oakdale
 1584 Hadley Avenue N
 Oakdale, MN 55128

Contact Information:
 Building Official, Sheryl Mellgren
 Direct: 651-730-2726
Sheryl@ci.oakdale.mn.us