

## Work requiring a permit

Work requiring a permit is defined by the State of Minnesota as:

“An owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any gas, mechanical, electrical, plumbing system, or other equipment, the installation of which is regulated by the code; or cause any such work to be done, shall first make application to the building official and obtain the required permit.”

If there are any questions on when a permit is required, please contact the Building Department.

## Contractor Requirements

There are specific contractor requirements for the different industries:

**Residential:** Any work done on a residential structure shall be done by a licensed contractor, unless the work is done by the owner of the property. A list of licensed contractors can be found at the below web address:

<https://secure.doli.state.mn.us/lookup/licensing.aspx>

**Commercial:** There are no requirements for a Commercial licensed contractor on work that does not include mechanical, electrical, plumbing, or specialty work. However, many buildings in the downtown district have both commercial and residential in the same building, and any residential work will need to follow those requirements.

**Plumbing:** All Plumbing must be performed by a licensed plumber, unless you are performing the work on your own residence. Additionally, any commercial plumbing that is done must be reviewed and approved by the State of Minnesota Plumbing Board prior to starting the work. Most plumbing inspections will be handled by the local building department. Additionally, any plumbing work done within the City of Crookston also requires a City Plumbing License, which can be obtained from the Building Department or the City Clerk's Office.

**Mechanical:** Mechanical Contractors are required to hold a Mechanical Bond that is issued by the State in order to perform mechanical work. Additionally, a Gas Fitters License is required by the City of Crookston, which can be obtained from the Building Department of the City Clerk's Office.

**Electrical:** All electrical permits and inspections are controlled by the state. The State Electrical Inspector for Polk County is Robert Orgon. Please contact him at 218-556-3829 for all information regarding electrical, or visit the website at [http://www.doli.state.mn.us/cclld/etrakit\\_electrical.asp](http://www.doli.state.mn.us/cclld/etrakit_electrical.asp)