



NOTICE

To: All Condominium and Townhouse Homeowners and Association Members

This letter is to inform you that the City of Edina Building Inspection Department and Fire Department requires permits to be applied for by either the homeowner or contractor before work is performed in your building or unit. Failure to comply is a violation of the Minnesota State Building Code, 1300.0140. Permits are issued not only to protect you, but also the homeowners around you along with the building. There are safety issues that need to be addressed and our goal is to catch these issues before projects begin, and to make sure that any remodeling in your unit or building is done correctly and by code.

Permits are required when you are doing construction to your unit for most types of work. Please see “Edina Multi-Family Buildings: When is a Permit Needed?” outlining who can do the work and which projects need permits. There may be exceptions.

A floor plan is needed, showing us where your unit sits in conjunction with outside walls and other units around you. All structural changes require a signed engineer’s design. The City of Edina has some floor plans of the different condo and townhouse buildings available.

Within multi-family buildings, all plumbing and/or mechanical work, and electrical work must be done by licensed and bonded contractors, whether or not you are the owner and/or have the ability to do the work yourself. Trade permits are issued prior to work being done:

- Plumbing and mechanical permits are issued by the City of Edina. If any plumbing and/or mechanical work is being done within your unit it must be done by a licensed and bonded plumber and/or mechanical contractor; permits need to be applied for prior to work. Permit fees are charged based on the valuation of your project.
- Electrical permits are issued by the State of Minnesota. Multi-family buildings with three or more dwelling units and owners of rental properties are required to have the electrical work performed and permitted by a licensed electrical contractor, even if you are the owner of the unit. The electrical inspector for Edina is John Thompson, 763-205-5015. Find more information on the Minnesota Department of Labor and Industry website at www.dli.state.mn.us

After permits are issued, City inspectors are involved throughout your project to verify that the remodeling matches the city-approved plans, making sure all codes and safety issues are addressed.

Please call the City of Edina Building Department at 952-826-0372 if you:

- are unsure whether something may or may not require a permit
- if you suspect work is being done without a permit
- would like a pdf of this notice to put into a newsletter
- if you have any other questions - also visit us on our website at www.edinamn.gov

Thank you!

David Fisher - City of Edina,
Chief Building Official - 952-826-0450

PLEASE POST

(March, 2022)



EDINA MULTI-FAMILY BUILDINGS: When is a Permit Needed?

WORK	Who can do the work?	Permits REQUIRED	Permits NOT Required	IMPORTANT
Structural Building permit	Contractors/professionals and/or homeowners	<ul style="list-style-type: none"> • Taking out walls or sheetrock • Putting walls in • Making any openings in ceilings or floors • Changing out AND re-arranging kitchen and/or bathroom cabinets • Adding kitchen/bath cabinets to existing rooms and/or adding a kitchen island • Replacing countertops when a new sink is installed 	<ul style="list-style-type: none"> • Replacing kitchen or bathroom cabinets within the same configuration • Replacing same-sized countertops when a sink is not involved 	<ul style="list-style-type: none"> • Some structural changes may require a signed engineer's design • Final inspections are required to close ALL permits. Call Edina Building Inspections at 952-826-0372
Plumbing & Mechanical Permits are issued and regulated by the City of Edina	Licensed and bonded plumber and/or mechanical contractor	<ul style="list-style-type: none"> • New sink is installed • New toilet/s installed in new location • Replacing kitchen and/or bathroom sinks • Replacing bathroom toilets, bathtubs or showers • Replacing water heaters • Replacing furnace or air conditioning systems • Replacing water pipes 	<ul style="list-style-type: none"> • Replacing hardware and/or faucet on kitchen/bathroom sink, tub/shower • Repairing water heaters, washers, or dryers • Repairing kitchen appliances • Drain Cleaning 	<ul style="list-style-type: none"> • Permits need to be applied for prior to work. • Permit fees are charged based on the valuation of your project • Emergency Plumbing work can be performed without a permit at the time of service. If a permit is required, the permit shall be applied for at a reasonable time following emergency work
Electrical Permits are issued and regulated by the State of Minnesota	Licensed MN electrical contractor	<ul style="list-style-type: none"> • All electrical work except minor repairs (contact the state electrical inspector, John Thompson at 763-205-5015 or thompsoninspectionsinc@gmail.com) 	<ul style="list-style-type: none"> • Replacing like-for-like light fixtures or switches • Repairing light fixtures, switches, or receptacles • Data or cable wiring (Installers are required to be a licensed electrical contractor or a licensed technology systems contractor) 	All electrical work for multi-family buildings require an electrical contractor and all permits are required to be obtained by that electrical contractor even if you are the owner of the unit
Cosmetic Updates OR Changes	Contractors/professionals and/or homeowners		<ul style="list-style-type: none"> • Flooring • Carpeting • Replacing cabinets when no walls are moved, or electrical changes are made • Replacing same-sized countertops when sink is not included • Painting • Wallpapering • Trim • Tile • Replacing appliances in kitchen or laundry 	