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- This handout is written only as a guide—it is not intended to nor shall it be considered a complete set of requirements. Additional information is available on the [City's website \(ighmn.gov\)](http://www.ighmn.gov).
  - This information is not meant to cover all the requirements of MN Statute 326B. When in doubt, refer to the statute [Ch. 326B MN Statutes](#) and <http://www.dli.mn.gov/ccl.d.asp>
  - The current Minnesota State Building Code is available on the [Department of Labor and Industry's website \(dli.mn.gov\)](http://www.dli.mn.gov).
  - **CALL BEFORE YOU DIG.** Contact Gopher State One Call at 651-454-0002 or [www.gopherstateonecall.org](http://www.gopherstateonecall.org) 48 hours before you intend to dig to protect against underground utility damage.
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Generally, the State of Minnesota requires that all residential construction work be performed by licensed, bonded, and insured contractors and their employees. In specific cases, and within strict limitations, construction work may be performed by a homeowner. If the building is a commercial building or multifamily, the owner may do the work on the property without hiring a contractor and without a license. Exceptions to this include plumbing, mechanical and electrical work that must be performed by licensed/bonded contractors.

### Building:

The state licensing law applies to work on all "residential real estate," which is defined in Minn. Stat. § 326B.802, subd. 13 as "a new or existing building constructed for habitation by one to four families and includes detached garages."

A state building contractor license is NOT required for work on commercial or agricultural buildings, or non-residential buildings with more than four individual units.

A homeowner may apply for a building permit to work on his or her own home or rental property. If the owner does not reside in the home, (i.e., it is a rental), the homeowner may still apply for a building permit, but will need to fill out a Homeowner Waiver Form, which will be submitted to the Department of Labor and Industry. This is because owners must be licensed (or complete a Homeowner Waiver Form) if they build or remodel for the sole purpose of building speculation or resale. The permit applicant must be the currently listed property owner.

### Electrical:

Any homeowner who physically lives in (or will live in upon the completion of construction) the home that requires electrical work CAN apply for an electrical permit to work on his or her own home. The permit applicant/owner must be the currently listed property owner.

However, a licensed electrical contractor (properly licensed with the State of Minnesota) must take out any electrical permits for work being done in non-owner-occupied residences. This applies to both single and multi-unit rental properties.

***Note: It is illegal for a non-licensed owner to do electrical work on manufactured structures or in/on property that is rented, leased or occupied by others.***



## When Am I Required to Hire a Licensed Contractor

### **Plumbing:**

Any homeowner who physically lives in the home that requires plumbing work CAN apply for a plumbing permit to work on his or her own home. The permit applicant/owner must be the currently listed property owner.

However, a licensed plumbing contractor (properly licensed with the State of Minnesota) must take out any plumbing permits for work being done in non-owner-occupied residences. This applies to both single and multi-unit rental properties.

***Note: It is illegal for a non-licensed owner to do plumbing work on a property that is rented, leased or occupied by others.***

### **Heating, Ventilation and Air Conditioning (HVAC):**

A homeowner CAN apply for HVAC permits to work on his or her own home, or a property he or she owns that is rented. The permit applicant/owner must be the currently listed property owner.

A HVAC contractor (properly bonded with the State of Minnesota) must take out any HVAC permit for work being done in a multi-unit rental property.

While there is no state license requirement for mechanical contractors, they are required to file a \$25,000 mechanical contractor bond with the Department of Labor & Industry (DLI) to contract to perform gas, heating, ventilation, cooling, air conditioning, fuel burning or refrigeration work in Minnesota. The bond must be on a form approved by DLI and written by a surety company licensed to do business in Minnesota.

Once a mechanical contractor has properly filed with the DLI, they must check with the municipalities in which they intend to work to make sure that they comply with any local licensing, insurance, permitting and inspection requirements. This applies to both single and multi-unit rental properties. The City of Inver Grove Heights requires a City Contractor License.

***Note: It is illegal to contract to perform gas, heating, ventilation, cooling, air conditioning, fuel burning or refrigeration work without a DLI bond and City Contractor License.***

Note: Regardless of who performs the work, permits are required. For more information on when permits are required, refer to the building permit handouts available online at [www.ighmn.gov](http://www.ighmn.gov).

To verify if a contractor is licensed, or to find out how to become a licensed contractor in the State of Minnesota, visit [www.dli.mn.gov/ccl/licverify.asp](http://www.dli.mn.gov/ccl/licverify.asp).