

Design Professional Requirements

A design professional is licensed or certified by the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design (AELSLAGID) to practice their respective disciplines. Plans must be prepared and certified by a design professional unless specifically exempted in state licensing rules. The building code authorizes the building official to require design professional plans for an exempt building if special conditions exist.

A permit application must include plans and specifications for the project with the name and address of who prepared the plans. Plans must provide information that clearly shows that the project design complies with the building code and other laws and ordinances that apply to the project. The plan preparer must certify that reasonable care has been given to compliance with applicable laws, ordinances, and building codes. The requirement for quality and completeness of plans and required documents is the same whether prepared by a design professional or not.

Generally, a licensed design professional is NOT required for the following uses:

1. One and two family dwellings and townhouses.
2. Residential accessory structures not greater than 3,000 square feet in floor area, not over two stories in height, its use is accessory to the dwelling and located on same lot.
3. Temporary buildings or sheds used exclusively for construction purposes, not exceeding two stories in height, and not used for living quarters.
4. Apartments and condominiums, 3 units or less.
5. Dwellings, lodging houses, attached single family dwellings, townhouses, and congregate residences accommodating 10 persons or less.
6. Business uses not greater than 2-stories with a basement and not greater than 2,250sf.
7. Retail uses not greater than two-stories with a basement and not greater than 1,500sf.
8. Assembly uses intended for dining and drinking with an occupant load less than 50 people, providing seating for not more than 20 people and not greater than 1,000sf.
9. Low hazard factory industrial uses with not more than one story with no basement and not greater than 3,000sf.
10. Aircraft hangars and helistops not greater than one story with no basement and not greater than 3,000sf.
11. Storage for non-combustible materials and products not greater than one story with no basement and not greater than 5,000sf.
12. Farm buildings, carports, greenhouses, sheds, and stables not greater than one story with no basement and not greater than 1,000sf.
13. Tanks, towers and fences not over 6' feet high, and retaining walls with 4 feet or less of vertical exposed face.

Open and enclosed parking garages are not exempted.

Taken from: MN Rules 1300.0130 Subp. 1, MN Statutes Chapter 326.02 to 326.15