



Minnesota Building Permit Technicians Association

Volume 14, Issue 3

May/June 2011

“The goal of the Minnesota Building Permit Technicians Association is to provide, promote, and support education, networking, professionalism, certification, and recognition of its membership.”

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Secretary II

Position Vacant

Treasurer II

Position Vacant

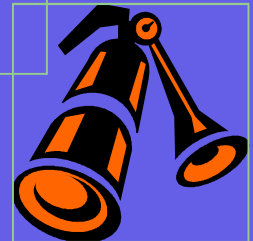


Building Safety Month Weekly themes this year with it's own *weekly specials*, include:

Week 1 ~ May 1-7
Energy + Green Building

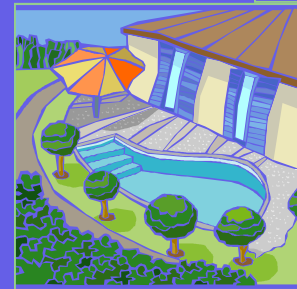


Week 2 ~ May 8-14
Disaster Safety + Mitigation



Week 3 ~ May 15-21
Fire Safety + Awareness

Week 4 ~ May 22-31
Backyard Safety



Thanks to our wonderful presenters at the March Meeting!



**Sara Westley,
MN Dept of Revenue**



**Steve Hernick,
State Building Official**

Message from your President...



Memberships start as low as \$50 per year. The 2011 membership application can be found at: WWW.MBPTA.ORG

BENEFITS OF MEMBERSHIP INCLUDE:

- Quality Education and Training Opportunities
- Discounts on Seminar Rates
- Wide Variety of Networking Opportunities
- Scholarships for Higher Learning Programs for Members and Children

Mail your completed membership form and check to:

**Katie Schlundt
City of Roseville
2660 Civic Center Dr
Roseville, MN 55113**

Make checks payable to:
MBPTA

Hi all!

After that seemingly endless winter, our spring seems to be as hesitant as a bank granting a construction loan. That would probably be a bad analogy... if it weren't true.



Moving on, I'm happy to announce the addition of a MNSCU (MN State Colleges & Universities) update to our education agenda. Board member, Matt Simoneau, will keep our members updated on the BIT Program. We are also looking at expanding our committees and how to best serve our members so we'll keep you posted on that.

The first Region III education planning meeting was very well attended as we began the task of choosing classes and speakers for the 2012 ICC Institute next February at the Northland Inn. We are working towards providing as diverse of a selection in both classes and teachers as possible.

Our next meeting is on May 24th in New Hope at 9:30 a.m. with Roger Axel as our speaker. For those of you who haven't had the pleasure of hearing the Minnesota's most passionate building official, you're in for a real treat!!

See you all there. Stay dry!

Regular Meetings

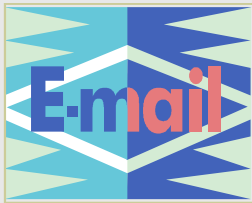
Meetings typically include a business meeting, an educational/informational component, and refreshments.

MBPTA Members: The meeting fee is included in the annual membership dues.

Guests are welcome to attend: \$20.00 at the door. Please RSVP.

RSVP Gail Keykal
at gkeykal@ci.new-hope.mn.us

**if you are
attending
the May
meeting in
New Hope.**



**MBPTA
MEETINGS
ARE THE
LAST
TUESDAY OF
EVERY
OTHER
MONTH AT
9:30 A.M.,
UNLESS
NOTIFIED
OTHERWISE.**

**Next Meeting: Tuesday, May 24, 2011
City of New Hope at 9:30 a.m.**

AGENDA

1. CALL TO ORDER
2. INTRODUCTIONS OF MEMBERS, GUESTS AND OFFICERS
3. APPROVAL OF MINUTES: MARCH 29, 2011 (ROSEVILLE)
4. APPROVAL OF TREASURER'S REPORT
5. COMMITTEE REPORTS
 - A. **EDUCATION COMMITTEE**
 - I. U OF M – MICHELE ENGBERG
 - II. REGION III – ROGER AXEL
 - III. MNSCU (MN STATE COLLEGES & UNIVERSITIES)
BOARD – MATT SIMONEAU
 - B. **COMMUNICATIONS COMMITTEE** – BARB WILLIAMS / MAY VANG
6. GENERAL BUSINESS
 - A. 2011 BUDGET
 - B. SHARE-THE-LOAD INITIATIVE
 - I. DISCUSSION
 - II. ASSIGNMENTS
 - C. EDUCATION MEETING TO FOLLOW MEETING / SPEAKER'S
 - D. VOLUNTEER EVENT -- FEED MY STARVING CHILDREN
 - E. FORMATION OF ADDITIONAL COMMITTEES
 - I. MEMBERSHIP COMMITTEE
 - II. VOLUNTEER EVENTS COMMITTEE
 - F. PERMIT TECH – QUESTION & ANSWER REVIEW
 - G. OPEN FLOOR FOR COMMENTS / QUESTIONS / DISCUSSIONS
7. ADJOURNMENT

IMMEDIATELY AFTER THE REGULAR MEETING ROGER AXEL, BUILDING OFFICIAL OF NEW HOPE, WILL GIVE A PRESENTATION ON "CLARIFYING MN RULES CHAPTER 1300. WHAT IS IT AND HOW IS IT USED?" THIS SHORT INFORMATIONAL PRESENTATION WILL IDENTIFY THE CRITICAL ADMINISTRATIVE ELEMENTS OF CHAPTER 1300: PURPOSE & SCOPING PROVISIONS; DUTIES AND POWERS OF THE BUILDING OFFICIAL; WORK EXEMPT FROM PERMITS; CONSTRUCTION DOCUMENTS; AND INSPECTIONS. THIS PRESENTATION WILL PROVIDE THE CODE TEXT AS WELL AS SUPPORTING GRAPHICS AND PHOTOS TO HELP EXPLAIN SPECIFIC PROVISIONS OF CHAPTER 1300.

CARING FOR OUR COMMUNITY:

- ◆ **CASH OR CHECK DONATIONS FOR FOOD TO "HUNGER SOLUTIONS OF MN" ARE BEING ACCEPTED. PLEASE MAKE YOUR CHECKS PAYABLE TO "HUNGER SOLUTIONS OF MN" AND THANKS FOR GIVING.**

MBPTA News & Updates

2011 MBPTA MEETINGS:

May 24	◆ New Hope (directions pg. 9)
July 26	◆ New Brighton
September 27	◆ Circle Pines
October 25	◆ TBD (Fall Education Day)
November 29	◆ Otsego (ABM Meeting)

Visit our new and improved website at www.mbpta.org !

Things you can find when visiting:

- ◆ Links to other Permit Tech websites
- ◆ How to Become a Certified Permit Tech
- ◆ Upcoming Events and Education
- ◆ MBPTA's Lending Library

Changes to Inspections of Manufactured Homes

The spring 2011, edition of the CCLD Review provides notice that, "Effective May 1, 2011, CCLD staff will no longer perform manufactured home installation inspections."

In code-administered jurisdictions, the building department is required to issue permits and do inspections of manufactured home installations. In the past, in non-code-administered jurisdictions, the CCLD handled the permits and the inspections of manufactured home installations. The change involves the inspections of manufactured home installations in the non-code-administered areas. CCLD will continue to receive applications, review plans, and approve installations, but will not perform the inspections.

According to the DOLI publication, the manufactured home installer will have to contract with a third-party, private inspector for manufactured home installation inspections in the non-code administered areas of the state. This applies whether the installer is a state-licensed manufactured home installer or the property owner. It also applies to both new and to used manufactured home installations.

The plans and the applications for manufactured home installations will continue to be submitted to CCLD for review and approval. The name and contact information for the third-party inspector must be included with the application. CCLD will forward to that inspector, a copy of the approved plans.

Both Minnesota Law and Federal Law mandate inspections of manufactured home installations. The inspections are intended to verify that the installation complies with State and Federal requirements. Manufactured home installation requirements and inspections are helping to make these homes safer.

Visit the CCLD Website for additional information on manufactured home installations. A list of approved third-party inspectors can also be found on the Website at http://www.dli.mn.gov/CCLD/PDF/ms_inspectors.pdf.

**Meeting Minutes
Tuesday, March 29, 2011
Roseville City Hall**

The meeting was called to order at 9:35 am by President Williams. The following officers were present: President, Barb Williams; Vice-President, Michele Engberg; Secretary I, May Vang; and Treasurer I, Katie Schlundt. The following members and guests were present: Britt Pease, Connie Duellman, Tammy Siemsen, Rhonda McDonald, Laurie Johnson, Mary Fitz, Kathy Pepin, Debi Close, Erica Olsen, Sara Westley (MN Dept-Revenue), Steve Hernick (MN State Bldg Official), Jeanne Witczek, Des Crane, Barb Benesch, Gail Keykal, Jan Rosemeyer, Megan Bonnema, Cecy Lukoskie, Ben Egan, Patty Belak, Steve Nelson, Monica Strout (MN Dept-Revenue), Katy Okerstrom, Patty Boysen, Matt Simoneau, and Don Munson.

Introductions took place.

Minutes

Member McDonald made a motion, seconded by Member Witczek, to approve the minutes of February 15, 2011. The motion passed unanimously.

Treasurer's Report

Treasurer Schlundt stated the beginning balance of \$7,996.15, expenditures of \$304.64, deposit of \$1,296.57 and an ending balance of \$8,988.68.

Committee Reports

Education

U of M - Vice-President Engberg stated that the next meeting will be next month (April). Member Okerstrom and Member Pepin are on the committee also. Vice-President will have more to report after the meeting. They are open for ideas for education from members.

Region III - President Williams stated that Member Axel is open to ideas from members for education topics.

MNSCU – Guest Matt Simoneau stated that MNSCU has suspended the BIT AAS degree but the certificates will remain. MNSCU is forming a new advisory board for the construction programs. The first meeting will be April 21st. He stated that the Permit Technician certificate will be in IPS format, which means that anyone taking this certification can pick and choose electives in addition to the core BIT classes. They are keeping the BIT classes as 15-17 credits in cohort format, which means that anyone taking this certification would stay with a group. The low enrollment and non-completion for this degree caused these changes for the BIT program. Only Construction Management courses will be transferrable. North Hennepin Community College will be going to a Tri-semester with a potential finish of the program in 15 months. There was much discussion on the value of having a requirement or setting a standard of education for Building Officials and Permit Technicians in order to raise the bar for our profession. Member Pease stated that perhaps the Education Committee could look further into this particular topic as a committee.

Communications Committee

President Williams stated that she will update the highlights from the meetings on the website. She encourages members to continue to share ideas for the website and to submit articles for the newsletter to Secretary I Vang.

General Business

Share the Load Initiative

President Williams will upload the task initiative list onto the MBPTA website.

Education Meeting

President Williams reminds members that there will be an Education Committee meeting after the regular meeting. All are welcome; you do not need to be a member to attend this meeting.

Permit Tech Questions

President Williams reviewed the Permit Tech questions and answers that were in our January/February newsletter.

Open Floor for Comments/Questions/Discussions

Adjournment

Member Pepin made a motion, seconded by Member McDonald, to adjourn the meeting at 10:35 a.m.

Respectfully Submitted,

May Vang
MBPTA Secretary I

Immediately following the meeting, Sara Westley of the MN Dept-Revenue addresses 270C.72 of the MN State Statues Tax Clearance: Issuance of Licenses which asks that municipalities provide them with a list of businesses and/or individuals licensed within their municipalities. She explained why the report is needed and how to fill out and upload it to them. Steve Hernick, State Building Official provided an update on the Dept of Labor & Industry and ran through legislation process involving rules and statues. He also talked briefly about building official qualifications.

PERMIT TECH QUESTIONS

5-24-11

1. According to the International Zoning Code, how many criteria are there when someone requests a Conditional Use Permit (CUP)?
 - a. 5
 - b. 3
 - c. 9
 - d. 7

Ref. IZC, pg. 47

2. According to Table 601 in the International Building Code, what is the fire resistance rating in a Type II A^e floor construction?
 - a. 0 hours
 - b. 1 hour
 - c. 2 hours
 - d. 3 hours

Ref. IBC, pg. 87

3. Do timeshare properties share the same residential classification as boarding houses?
 - a. Yes
 - b. No

Ref. 310.1 Residential Group R

4. In order to keep out birds, squirrels and other creatures from your attic, what should you cover any exterior openings with?
 - a. Hardware cloth
 - b. Perforated vinyl
 - c. Corrosion-resistant wire cloth screening
 - d. Any of the above

Ref. IBC 1203.2.1

5. A building that is moved in is considered to be exempt from meeting the current code.
 - a. True
 - b. False

Ref. IBC 3408.1

CHANGES TO STATE PLUMBING LICENSES AND BONDS

THE MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY (DLI) IS MAKING CHANGES TO STATE PLUMBING LICENSES AND TO THE STATE PLUMBING CODE COMPLIANCE BOND REQUIREMENTS. BEGINNING IN 2012, MINNESOTA PLUMBING CONTRACTORS WILL BE LICENSED AS BUSINESS ENTITIES RATHER THAN AS INDIVIDUALS. ALTHOUGH INDIVIDUALS WILL NO LONGER HOLD PLUMBING CONTRACTOR LICENSES, INDIVIDUAL MASTER PLUMBERS AND INDIVIDUAL RESTRICTED MASTER PLUMBERS WILL BE DESIGNATED AS "RESPONSIBLE MASTER" FOR THE PLUMBING CONTRACTING BUSINESS ENTITY. THIS CHANGE ALIGNS PLUMBING LICENSING WITH THE LICENSING OF OTHER CONSTRUCTION AND BUILDING CONTRACTORS. ALSO BEGINNING IN JANUARY 2012, A NEW BOND WILL REPLACE THE CURRENT BONDS THAT ARE FILED WITH DLI FOR PLUMBING CONTRACTOR LICENSES AND FOR PIPE-LAYERS. THE NEW BOND WILL COMBINE THE LICENSE AND REGISTRATION BONDS FOR PLUMBING CONTRACTORS, RESTRICTED PLUMBING CONTRACTORS, AND PIPE-LAYING CONTRACTORS INTO ONE "PLUMBING CODE COMPLIANCE AND SUBSURFACE SEWAGE TREATMENT BOND." THE NEW PLUMBING-SSTS BOND WILL BE REQUIRED TO PROVIDE \$25,000 OF COVERAGE. THE BONDING PERIOD WILL BE TWO YEARS. PLUMBING BONDS THAT ARE CURRENTLY FILED WITH DLI WILL EXPIRE AT THE END OF THIS YEAR ON DECEMBER 31, 2011. THEN, AS OF JANUARY 1, 2012, A NEW, TWO-YEAR BOND REGISTRATION PERIOD WILL BEGIN. ANY BONDS THAT ARE A CONTINUATION OF AN EXISTING BOND WILL BE REJECTED BY DLI AND A NEW BOND MUST BE FILED. CHANGES BOTH TO LICENSING AND TO BONDING ARE IN RESPONSE TO STATE LEGISLATION. FOR MORE DETAILED INFORMATION AND FOR FORMS, VISIT THE DLI WEBSITE AT

ANSWERS TO PERMIT TECH QUESTIONS:

- 1) C. 9
- 2) B. 1 hour
- 3) B. no
- 4) D. any of the above
- 5) B. false

NEWSLETTER EDITOR INFORMATION

If your e-mail address changes or if you change places of employment, please let us know so that we can update our e-mail list!

Thank you!!

We would love to receive articles for this newsletter! If you have any information, ideas or tidbits you would like to share, let us know.

May Vang, Secretary I

Phone (651) 638-2050

Fax (651) 638-2044

may.vang@newbrightonmn.gov



DIRECTIONS TO CITY OF NEW HOPE

4401 XYLON AVENUE NORTH
NEW HOPE, MN 55428
PHONE: 763-531-5100



From East: TAKE I-694 E, MERGE ONTO US-169 N, TURN LEFT ONTO 42ND AVE N/CR-9 E, GO NORTH ON XYLON AVE N TO 4401 XYLON AVE N.

From West: TAKE I-694 E, TAKE EXIT US-169 S, TURN LEFT ONTO 42ND AVE N/CR-9 E, GO NORTH ON XYLON AVE N TO 4401 XYLON AVE N.

From North: TAKE 35W S TO I-694 W, TAKE EXIT US-169 S, TURN LEFT ONTO 42ND AVE N/CR-9 E, GO NORTH ON XYLON AVE N TO 4401 XYLON AVE N.

From South: TAKE I-494 W, MERGE ONTO US-169 N, TURN RIGHT ONTO 42ND AVE N/CR-9 E, GO NORTH ON XYLON AVE N TO 4401 XYLON AVE N.