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## RESIDENTIAL GEOTHERMAL HEATING/COOLING (Mechanical Permit)

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- Residential geothermal heating/cooling permits are issued over the counter at the municipality office.
- An electrical permit may also be required; check with your local electrical inspector.
- All materials and the installation of all materials must comply with the Minnesota State Building Code, Mechanical Code and the manufacturers' installation specifications for each product.

### **PERMIT CARD (throughout the project) shall be:**

**POSTED** prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector

### **INSPECTION REQUIREMENTS:**

- **MUST** schedule during office hours **AT LEAST** one business day prior to required inspection. If a specific date and/or time will be required, more notice may be needed – please plan ahead. A re-inspection fee may be charged for failure to cancel an inspection for which you are not ready, or for failure to pass an inspection.
- Office Hours: Monday - Friday • 8:00 a.m. - 4:30 p.m.
- Phone: (952) 442-7520 or (888) 446-1801

**Inspections:** Contractor must be present.

- **Rough-In:** Prior to backfilling header trenches. A ground loop pressure test must be provided at the rough-in:
  - ✓ Ground loop must be pressure tested with water at 100 psi.
  - ✓ Test duration shall be not less than 30 minutes with no observed leaks.
- **Final:** After the installation process is complete. A flow and pressure loss test must be performed for the final:
  - ✓ Test results shall be compared to the calculated design values of the system. The flow rate and pressure drop values and the design values cannot differ by more than 10 percent.

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**Warning:** The inspector may issue an order to remove materials to verify compliance with the MN State Building Code and manufacturer's installation requirements.

If a re-inspection is required, a re-inspection fee will apply. The permit holder (the signing applicant) or the permit holder's representative must meet the inspector at the site to provide access. The re-inspection will not be conducted if the re-inspection fee is not paid.

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**Note:** The State of Minnesota requires that all residential building contractors, remodelers, roofers, plumbers, and electricians obtain a state license unless they qualify for a specific exemption from the licensing requirements. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the Municipality before a permit can be issued.

**Note:** To determine whether a particular contractor is required to be licensed or to check on the licensing status of individual contractors, please call the Minnesota Department of Labor & Industry at 651-284-5065 or toll free 1-800-342-5354.

**Note:** For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: [info@mnspect.com](mailto:info@mnspect.com).