

## MINOR REMODEL: Plumbing Plan Review Checklist

This checklist provides guidance to determine if a proposed project may be considered a minor remodel, making a formal plumbing plan review unnecessary. A **minor remodel** must meet all the following criteria:

- Five or fewer standard plumbing fixtures
- In non-licensed facilities, and
- Must have **prior approval** by the Administrative Authority.

### INSTRUCTIONS:

If you answer “yes” to any of the questions below, your proposed work **does not qualify**. **STOP** and submit complete plumbing plans to the **City of West St. Paul** for review and approval prior to installation.

To qualify for a minor remodel, **ALL** boxes in Part A and Part B must be checked **NO**.

### PART A - Facility Licensure

Is the proposed work in a commercial kitchen; licensed food establishment, food and/or beverage service facility or food preparation area; or in agricultural licensed food processing/manufacturing facility; or similar licensure?

YES  NO

**Examples of licensed food establishments:** convenience stores/gas stations, fast food and commercial restaurants, continental breakfast areas, bars, coffee shops, bed and breakfast, cafeterias, wineries, breweries, grocery stores, delis, etc.

### PART B - Scope of Minor Remodel

- YES  NO The scope of work is **MORE** than 7 plumbing fixtures?
- YES  NO Project consists of **new** water and/or **new** sewer services?
- YES  NO Has the plumbing been installed or completed?
- YES  NO Is the proposed work for a **new** building?
- YES  NO Includes **new** water softener or a water treatment installation?
- YES  NO Includes a **new** water heater with capacity greater than 10-gallons or heat exchanger?
- YES  NO Includes a flammable, grease, or any other interceptor?
- YES  NO Includes any fixtures connecting to a chemical waste system or acid neutralization tank?
- YES  NO Scope includes alternate materials, fixtures or methods?
- YES  NO Installation or modification of any stormwater piping or roof drains?
- YES  NO Installation any equipment that will require a pressure or atmospheric vacuum breaker, or a reduced zone pressure (RPZ) backflow preventer on the water supply line?
- YES  NO Includes any outside plumbing such water and sewer service connections?
- YES  NO Includes non-conventional venting such as combination waste and vent system?
- YES  NO Includes a bathtub, combination shower/tub, whirlpool tub, salon sink, or pedicure spa tub?
- YES  NO Includes non-water urinal?
- YES  NO Includes a sump pump or a macerating toilet system?
- YES  NO Includes a hand sink, three-compartment sink, or food prep sink?
- YES  NO Unsure if the work may qualify or not? (Call Eldon Rameaux at 651-552-4137).

If you answered **NO** to **ALL** questions in both Parts A & B, contact the Plumbing Inspector, Eldon Rameaux at (651) 552-4137 for his approval, then proceed to fill out the necessary plumbing permit application.