



WINTER / SPRING 2020

CITY OF MARSHALL
344 WEST MAIN STREET
MARSHALL, MN 56258-1313
PHONE: 507-537-6773
FAX: 507-537-6830

1. **WELCOME:** Welcome to the third issue of our biannual newsletter brought to you by the Community Planning Department. Our intentions are to address issues that may be of interest to the general construction community, both Code and operations related. We would also like to invite questions and suggestions, so we may address them in the upcoming issues of this newsletter. Enjoy!

2. **STATISTICS:** The year 2019 was very busy for our Department. We approved 748 building, plumbing and sign permits with a total valuation of \$31.1 million, which is higher than last year. A large portion of those projects were reroofings due to the 2018 hail storm. Some of the largest projects include Southwest Coaches bus garage, UCAP Headstart daycare building, Unique Opportunities apartment building, Harrison Truck Center addition, MMU Water Treatment Plant project, and the former K-Mart building remodeling into Ashley Home Furniture and Hobby Lobby.



3. **NEW CODE:** A tentative date for the new Minnesota State Building Code becoming effective is March 31, 2020. All Codes will be updated at that time. Please consider buying new code books when they become available.

4. **CITY HALL RELOCATION:** As you may be aware, the City Council has approved a complete remodeling of the City Hall building. To facilitate construction, City Hall is temporarily moved to the Southwest Minnesota State University campus, the Social Science building (marked 9 on the map below), the northmost building off Stadium Drive. The relocation took place in December and we are planning to stay at SMSU for about a year and a half. For short term visits (under 15 minutes), parking is possible on the gravel alley immediately north of the building, in the spaces marked with the "15-minute parking only" signs. For those who plan to visit on a regular basis, a vendor parking placard may be available through the University. All others will have to park in the spaces marked "City Hall Visitor Spaces" along the south edge of Parking Lot B (marked 38 on the map). The gravel parking lot marked 48 on the map will not be available for parking. Please note that the City will not be responsible for any tickets issued by campus security. The official City Hall address – 344 W. Main Street - will stay the same and all correspondence shall still be sent to this current address. The City website, e-mail, and phone system will continue operating without any changes. If you have any questions about our temporary home or how to find us at our new location, please contact us at 507-537-6773 and we can work to help address your concerns.





5. **PLUMBING:** Minnesota Statutes limit who can perform plumbing work. A licensed plumber may apply for a permit for any work that he will be performing. An owner may apply for a plumbing permit and do the work but only for residential construction and only for structures this owner actually occupies. Effectively, this precludes landlords from doing plumbing work in their rental units. This also prevents maintenance personnel from doing plumbing work in apartment buildings, including water heater replacement, unless certain conditions are met (see Minn. Statutes Section 326B.46, subdivision 1a). Also please remember that all water heater installations require a plumbing permit from the City.



6. **SUMP PUMP CONNECTIONS TO SANITARY SEWER:** The city is being made aware of sump pumps being connected to the city sanitary sewer system without a plumbing permit from the City of Marshall Building Department. Please ensure that permits are being secured to complete this work. Further, we would appreciate if your staff would help us by educating your customers of the requirement for a yearly city permit for discharging sump water into the sanitary sewer system between the months of November and April. This is an important message because illegally discharging sump water to the sanitary sewer during wet periods of time can negatively impact many other property owners in the city. The sanitary sewer system is not designed to accommodate these flows, and it can quickly become overwhelmed, resulting in sanitary sewer backups. When you take out a plumbing permit for these connections, it allows the city an opportunity to help educate the property owner as well, and help to ensure the proper use of this privilege.
7. **CALL FOR INSPECTIONS:** We expect a busy construction year, so we want to remind everyone again that calling for all required inspections is required by the Building Code. All required inspections are listed on the blue inspection card provided to applicants along with an approved permit. Please take into account that the Department is trying to streamline the work of our inspectors by distinguishing between commercial and residential projects inspection. The standard arrangement is for Ray Henriksen (507-530-3049) to perform commercial building inspections and for Kurtis VanKeulen (507-829-0070) to deal with residential construction. Please help us by contacting the appropriate inspector for your construction. Of course, Ray and Kurtis will help each other in cases of vacations, business trips, and other absences.
8. **UPCOMING MEETING:** As has been our tradition for the last several years, we will be having our annual general contractors and Mechanical/Plumbing contractors' meetings in February. Please watch your mail for our RSVP letter with the specific dates.