

The Building Department is responsible for ensuring that new construction and remodeling of buildings in the City meet the required standards regulated by the State Building Code for the safety and security of all residents. Inspections are required for all applicable building, mechanical, plumbing and electrical work to ensure the work meets code and follows the approved plan.

Minnetrista City Code and the Minnesota State Building Codes, which are both administered by the City, provide minimum standards to safeguard life, property, and public well-being by regulating and controlling the design, construction, and quality of materials used in building projects. Our staff efficiently answers applicant questions, reviews plans, issues permits, and performs site inspections to ensure high quality building standards.

Permit Application

The City of Minnetrista requires that you obtain a permit before you begin working on your project. If the project includes any plumbing, mechanical or fireplace work, individual applications must be submitted with the building permit application.

- Permit fees are doubled if the permit is not obtained before the work begins.
- Building permits may take up to **10-15 business days** to process.
- Mechanical, plumbing, and other over the counter permits can be submitted building [at] ci.minnetrista.mn.us (via email).
- Permits submitted via email must be scanned in PDF form.
- Photographs of the application form will NOT be accepted.

An additional permit will be required for electrical work. Electrical permits are issued by the State of Minnesota. For more information, visit their [website](#).

Electronic Payments for Building Permits

Minnetrista has now made it easier for contractors and/or residents to pay for their building permits. You can now pay with a credit card over the phone or in person for a small 3% convenience fee (additional \$0.50 for transactions below \$100). Applicants are also able to pay by check over the phone for a \$1.10 service fee. For security reasons, we will not be accepting credit card payments through the mail or fax.

[Permits & Documents](#)

[View PDF](#)