

PUBLIC HEARING – 10B



DATE: March 9, 2026

TO: Honorable Mayor and City Councilmembers
Jessica Jagoe, City Administrator

FROM: Jake Reilly, Community Development Director

SUBJECT: Ordinance Amendment of City Code Chapter 9 – Building Regulations Related to Plumbing Plan Review Delegation

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	To Be Determined	Licenses and Permits

Council Should Consider

Hold the required public hearing for Ordinance 2026-004 amending Chapter 9 – Building Regulations to establish Rum River Consultants as the delegated commercial and public plumbing plan reviewer.

The City Council will be asked to make a formal decision under Agenda Item 11D.

Background/Discussion

The City of Arden Hills currently contracts supplemental inspection services with Rum River Consultants (RRC).

The State of Minnesota Department of Labor and Industry (DOLI) conducts plumbing plan reviews for permits in Arden Hills, as stipulated in Minn. R. 1300.0215, Subpart 6.

Minn. Stat. § 326B.43, Subdivision 2 permits the delegation of authority for plumbing plan review for public and commercial projects to municipalities. This statute enables the DOLI Commissioner to establish an agreement with a municipality, in which the municipality agrees to carry out plan reviews typically performed by the commissioner or their designee.

To obtain this special delegation, the City of Arden Hills must undertake steps to formalize the delegation, including the approval of an ordinance to offer local plumbing plan review services, the endorsement of an application and submission of an agreement with the State of Minnesota (Agenda Item 8B), the establishment of local fees, and ensuring the designated representative of the municipality is eligible to perform the local plumbing plan reviews.

This delegation agreement will benefit the City of Arden Hills by generating additional revenue that the State of Minnesota usually retains by conducting these reviews. More importantly, the customer service benefits for permit applicants and residents are significant. The state is typically eight to twelve weeks behind on plan review, causing considerable delays in construction. RRC has indicated

its capacity to review plumbing plans in half the time. If the City receives this delegation, it will enable projects to begin and conclude more swiftly in Minnesota's demanding climate. The existing agreement for building official services with RCC allows for this delegated authority to be added to the scope of services performed on behalf of the City.

By conducting local plumbing plan reviews, the City of Arden Hills will generate additional fee revenue (i.e. 15% of permit fees). Per the agreement with RCC, they will receive 85% of the fees collected in accordance with the City's adopted fee schedule. Although the exact amount remains uncertain due to unknown future remodel and new construction commercial development, sizable public and commercial projects hold the potential to have a significant impact.

This item is associated with item 11D and all associated information for this item is included in that item's staff report and attachments.

Budget Impacts

Incremental permit revenues generated to the City through commercial and public/institutional plumbing permits requiring plan review services.

Attachments

Attachment A – Draft Ordinance 2026-004 Amending City Code Chapter 9 – Building Regulations
Attachment B – Presentation