

BODY ART ESTABLISHMENT PLAN REVIEW GUIDE

This document is a guide for body art requirements to open a body art business.
A business license, construction permits and other approvals are needed.

A. Contact

If you plan to start a new business or want to remodel, alter, expand or upgrade an existing business in the City of Minneapolis, contact [Minneapolis Development Review](#) by calling 311 or visiting the office located in the Public Service Center, 250 South 4th Street, Room 300. At [Minneapolis Development Review](#) you will discuss your plans with a Development Review Coordinator.

For questions about body art plan review, please contact Kathy Loudon 612-673-3869.

B. Requirements

1. Submit completed Body Art Plan Review Application and Plan Review fee

Submit payment when plans and specifications are submitted. Make checks payable to the City of Minneapolis Finance Department. The [fee schedule](#) is on the city's website.

2. Plans

Plans must be complete and legible to be reviewed. Plans will be reviewed on a first-come, first-served basis. Incomplete plan additions or plan revisions will be evaluated in the order they are received.

3. The following items must be submitted for plan review:

- a. Body Art Establishment – [Plan Review Application Form](#)
- b. Body Art Establishment - Plan Review Fee. Find the amount on the [fee schedule](#) using **Food Establishment Plan Review Fees, Remodel Risk 3 Establishment**.
- c. **Submit two sets of plans** to: Minneapolis Development Review – Food Review, Public Service Center Building, 250 South 4th Street, Room 300, Minneapolis, MN 55415.
- d. Floor plans (blue prints of facility or a drawing to scale indicating facility layout, restrooms, mop sinks, location of all equipment, and “clean room”, if applicable). Also, in general, a handsink is required at each work station.
- e. Room Finish Schedule – this describes what is being used for the finishes on floors, walls, ceilings and base coving.
- f. If you are using any non-disposable equipment, you will need a “clean room” with its own handsink for handwashing, a scrub sink for cleaning equipment and an autoclave.
- g. Copy of your release form and aftercare information sheet.

Information required on the release form:

- Date of the procedure.
- Info from the picture ID (name, age, address).
- Design and location of tattoo.
- Name of tattoo or piercer and MN technician number.

Text required on the release form:

- “A tattoo should be considered permanent, it may be removed only with a surgical procedure, any effective removal may leave scarring.”
- If conducting body piercing, this must also include the statement “Body piercing may leave scarring.”
- “The technician shall not perform a body art procedure if the client fails to complete or sign the disclosure and authorization form, and the technician may decline to perform a body art procedure if the client has any identified health conditions.”

Required wording for the aftercare information sheet:

- “Consult a health care professional at the first sign of infection.”
- h. Information on how sharps will be handled.

4. Information on your business

Provide a complete list of services offered i.e. tattooing, body piercing, cosmetic tattooing, microblading, etc. and whether or not all body art equipment is disposable.

5. Minnesota body art technician licensure

Provide proof of Minnesota Department of Health (MDH) Body Art Technician licensure for all Technicians. A Body Art Technician license is required by Minnesota State Body Art Code. Find [Body Art Technician requirements requirements on the MDH website](#).

6. Plan revisions

Any revisions after plans have been approved must be submitted for re-evaluation. Approved plans are valid for one year.

7. Plans at construction site

A set of the stamped approved body art review plans must be available on location. Starting construction prior to approval may result in costly corrections and delayed openings.

8. Final body art review inspection

Call at least 72 hours in advance for an appointment for a final inspection.

C. Body art code and MDH business information

Find the [Minneapolis Body Art code](#) and the [Minnesota Department of Health Body Art business information](#).

D. Permission to open

The Food, Lodging & Pools Program does **not** grant final permission to open. [Minneapolis Business Licensing](#) gives final permission. Contact Business Licensing at 612-673-2080 or by calling 311.

E. License requirement

Sixty (60) days before opening, apply for your body art license from [Minneapolis Business Licensing](#). Contact [Minneapolis Business Licensing](#) at 612-673-2080, by calling 311 or at City Hall, 350 South 5th Street, Room 1C, Minneapolis MN 55415

Your license application must be approved and your final inspections must be conducted before you open for business.

For reasonable accommodations or alternative formats please contact the Minneapolis Health Department at 612-673-2301 or health@minneapolismn.gov.

People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000.

TTY users call 612-673-2157 or 612-673-2626.

Para asistencia 612-673-2700 - Rau kev pab 612-673-2800 - Hadii aad Caawimaad u baahantahay 612-673-3500.