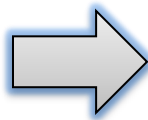




**State of Minnesota  
Department of Labor and Industry  
Construction Codes and Licensing Division  
ePlans Applicant User Guides**



The ePlans Applicant User Guide is comprised of several independent documents. The documents are listed below. Each title is a link to the PDF version of each document. Click on the links to open the documents you are interested in.

**Important notes:**

- System setup must be completed before using ProjectDox. See the relevant section below.
- The Plan Review application process remains the same. Current application forms can be found on the department’s [ePlans page](#).
- ePlans user accounts are created automatically by the system after your plan review application is processed. You do not set up an account as part of the system set up process.

**[Introduction](#)**

An introduction to ePlans and its benefits.

**[Overview](#)**

This document describes how each step in the plan review process is managed by ProjectDox, the software behind ePlans.

**[System Setup](#)**

This document contains instructions that must be completed before you work with ProjectDox. Although ProjectDox is web-based, there are components that need to be installed and browser settings that need to be changed before the product is fully functional. Instructions are included for Microsoft’s Internet Explorer, Google Chrome, Firefox, and Safari, which are fully supported.

**[Getting Started](#)**

Follow this guide when logging in for the first time or if you need to reset your password.

**[Submission Guidelines](#)**

This document includes file naming, document format, and other submission related standards.

**[Uploading Plans](#)**

Follow this guide for step-by-step instructions for uploading construction documents for your project. Steps are also included for re-submitting documents in cases where the original submission was rejected due to being incomplete or not adhering to standards and guidelines.

**[Responding to Department Feedback and Submitting Corrected Plans](#)**

If plan corrections are required, this document will show you how to review and respond to the comments that were made during plan review and upload revised drawings and documents.

**[Download Approved Plans](#)**

When plan review is complete, plans are electronically stamped and the applicant is sent an email indicating that plans are available for download. Select the files in the Approved folder using the “select all” box and then click the download icon.

