



# MECHANICAL PERMIT APPLICATION

5341 Maywood Road, Mound, MN 55364  
Phone 952-472-0607 FAX 952-472-0679

(All commercial permits require review.)

Job Address \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Owner's Address \_\_\_\_\_

Mechanical Contractor \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**Note: The City of Mound requires registration of all mechanical contractors.**

#	Type of Equipment	BTU/hp	#	Type of Equipment	BTU/hp
	FURNACE, FORCED AIR			CLOTHES DRYER	
	BOILER			VENT FAN	
	FLOOR FURNACE			RANGE HOOD	
	WALL HEATER			HUMIDIFIER	
	UNIT HEATER			AIR PURIFIER	
	AIR CONDITIONER			WIRSBO	
	REFRIGERATION UNIT				

MANUFACTURER OF UNIT \_\_\_\_\_ MODEL # \_\_\_\_\_

VALUATION OF WORK \$ \_\_\_\_\_

Base Fee (1% of Valuation, <b>minimum of \$20</b> ) .....	\$ _____
Surcharge (Value x .0005) .....	\$ _____
Plan Review (commercial only) (65% of base fee).....	\$ _____
Other .....	\$ _____
<b>TOTAL PERMIT CHARGE</b> .....	<b>\$ _____</b>

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.  
***I agree to pay all plan review fees even if I choose not to proceed with the work. I certify all taxes and City fees owed in connection with this property are current.***

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Date**

## **Heating, Air Conditioning & Ventilation.**

**Definition:** All terms used in this Subdivision 1.b. shall be interpreted as defined in the Minnesota Heating, Ventilating, Air Conditioning and Refrigeration Code.

**Fees Required:** The Building Code Department, before issuing any permit for the construction, installation, alteration, or repair of any furnace, boiler, heating or power plant or system, or any device or equipment connected therewith, or for any other device connected to, or to be connected with, any chimney or stack, or for the construction, installation, alteration, addition or repair of any cooling piping and equipment, or of any air conditioning system or ventilation system, or sheet metal duct work or equipment therewith, or of any refrigeration plant or equipment, shall require the payment by the applicant for such permit, fee or fees in the amount herein required.

**Contract Price (permit valuation)**  
(including labor and materials)

**Base Fee**  
\$20.00 minimum or 1% of contract price, whichever is greater.

**Plan review for commercial installations** - fee is equal to 65% of the Base Fee

The cost of installations, alterations, additions, or repairs as used in this Subdivision shall include all labor and material supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor. (ORD. 81-1996 - 12-10-96)

**Surcharge.** All municipal permits issued for work pursuant to the State Building Code shall be subject to a surcharge fee. The fees are established by MN Statute 16B.70.

**EXAMPLE:   VALUE X .0005 = SURCHARGE**  
**\$3,000 X .0005 = \$1.50**

**ALL MECHANICAL CONTRACTORS MUST BE REGISTERED WITH THE CITY OF MOUND AND PROVIDE BONDING AND PROOF OF INSURANCE.**

***Commercial mechanical work requires plan review.***

**Inspection requests and code questions should be directed to:**



235 First Street West, Waconia, MN 55387 Phone: 952-442-7520 Toll Free: 888-446-1801