

City of Richfield
Mechanical Permit Application

Office use only

Job Site Address: _____ Unit # _____ Tenant/Bldg Name _____

Project Valuation: \$ _____ The Applicant Is: Owner and Occupant Contractor
TOTAL PROJECT VALUATION TO INCLUDE ALL MECHANICAL EQUIPMENT AND LABOR NECESSARY FOR JOB COMPLETION, WHETHER FURNISHED BY CONTRACTOR, OWNER OR OTHERS

Property Owner *Required*

Name _____
 Address _____ Unit # _____
 City _____ State _____ Zip _____
 Phone () _____ Cell Phone () _____

Contractor/Applicant

Name _____
 Address _____ E-Mail Address _____
 City _____ State _____ Zip _____
 Phone () _____ Cell Phone () _____ License # _____

Property Use	Type of Work	
<input type="checkbox"/> Single Family Residential	<input type="checkbox"/> New Building	<input type="checkbox"/> Move Gas Meter to Exterior
<input type="checkbox"/> Duplex*	<input type="checkbox"/> Basement Finish	<input type="checkbox"/> Refrigeration
<i>*(separate permit required for each unit)</i>	<input type="checkbox"/> Addition	<input type="checkbox"/> Gas Fireplace
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Remodel/Alteration	<input type="checkbox"/> Boiler
<input type="checkbox"/> Commercial	<input type="checkbox"/> Furnace	
<input type="checkbox"/> Institutional	<input type="checkbox"/> Air Conditioner	
	<input type="checkbox"/> Furnace/Air Conditioner	

Mechanical Item(s) (indicate quantity for each)

___ Bath Fan	___ Range
___ Chimney/Flue	___ Rooftop Unit
___ Dryer	___ Space/ Unit Heater
___ Ductwork	___ Temporary Heating Unit
___ Piping – Gas	___ Ventilation
___ Piping – Steam/ Hot Water	___ Other _____

___ Please indicate number of Inspections needed.

Specific Description of Work to be Completed

This permit may be issued only to a licensed mechanical contractor or to an owner who occupies the single-family dwelling. A duplex is not a single-family dwelling. (City Code 400.10)

I hereby apply for a mechanical permit and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Richfield and with the Minnesota Mechanical Code.

Applicant's Signature	Date
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Mechanical Permit Fees	Conditions of Issuance
Mechanical Permit Fee: _____ Additional Inspection: _____ State Surcharge: _____ .0005 X valuation \$1,000,000.00 or less (Call the Inspections Department at 612-861-9860 for state surcharges on all permits valued \$1,000,000.00 or more). Investigation Fee: _____ TOTAL FEES DUE: _____	<p style="text-align: center;"><i>(office use only)</i></p> _____ _____ _____ _____ Approved by: _____ Date: _____

Required Inspections	Fees
<input type="checkbox"/> Final <input type="checkbox"/> No Insp. Req'd <input type="checkbox"/> Orsat <input type="checkbox"/> Gas Line Air Test <input type="checkbox"/> Rough-In Ductwork <input type="checkbox"/> Investigation <input type="checkbox"/> Questions at Site <input type="checkbox"/> Equipment Start-Up Test <input type="checkbox"/> Temp C/O <input type="checkbox"/> Routine	<p><u>RESIDENTIAL: ONE & TWO FAMILY DWELLINGS</u> 1.5% of jobcost Minimum of \$40.00 (Includes one inspection) <i>Each Additional Inspection: \$40.00</i></p> <p><u>COMMERCIAL, INDUSTRIAL, MULTI-FAMILY</u> 1.5% of jobcost Minimum of \$45.00 (Includes one inspection) <i>Each Additional Inspection: \$40.00</i></p> <p><u>SURCHARGE</u> - .0005 X Total Jobcost (1,000,000.00 or less)</p>



City of Richfield
 6700 Portland Avenue South
 Richfield, MN 55423
 (612) 861-9860
Revised 12/4/2018