

Residential Mechanical Permit Application

For all projects requiring plan review, this form must be completed – in its entirety – and uploaded to the Documents Folder in Project Dox.



Property Information			
Property Address			
Applicant Is			
Note: If applying as “owner” for residential work, the applicant must own and occupy the residential structure. In other words, the property must be homesteaded.			
Property Owner			
Name			
Email			
Phone			
Contractor Information			
Company Name			
Address			
Contact Person			
Contact Person Email			
Contact Person Phone			
Project Information			
Is this a State building or a State-licensed facility?			
Permit Type			
Work Type			
Detailed description of work			
Choose ALL that apply		Duct Work	Kitchen Range (CMF ___)
<input type="checkbox"/>	A/C (qty ___)	<input type="checkbox"/>	Garage Heater (qty ___)
<input type="checkbox"/>	Furnace/Boiler (qty ___)	<input type="checkbox"/>	Gas Piping (qty ___)
<input type="checkbox"/>	Fireplace, gas (qty ___)	<input type="checkbox"/>	HRV or ERV (CFM ___)
<input type="checkbox"/>	Fireplace, wood (qty ___)	<input type="checkbox"/>	In Floor Heat
<input type="checkbox"/>		<input type="checkbox"/>	Make Up Heater (qty ___)
<input type="checkbox"/>		<input type="checkbox"/>	Pool Heater (qty ___)
<input type="checkbox"/>		<input type="checkbox"/>	Other:
Energy Code			
Valuation		\$	

(OVER)

Permit Fees. Fees are based on the valuation of the work being proposed. Valuation includes materials, equipment and labor cost to complete the project. When materials, labor, or installation will be furnished by another party, the reasonable market value of those items must be included in the valuation.

TOTAL VALUATION	FEE
\$1 to \$1,000	\$77 for residential permits, \$98.50 for commercial permits
\$1,001 to \$5,000	\$77 for residential permits, \$98.50 for commercial permits plus 2.98% of the value over \$1,000
\$5,001 to \$10,000	\$170 plus 2.70% of the value over \$5,000
\$10,001 to \$25,500	\$309 plus 2.35% of the value over \$10,000
\$25,001 to \$50,000	\$677 plus 2.14% of the value over \$25,000
\$50,001 and over	\$1,234 plus 1.8% of the value over \$50,000

Other fees, including plan review fees, re-inspection fees, and state surcharges may apply. Please see the Fees Schedule at minnetonkamn.gov for more information.

Acknowledgement

By applying for a mechanical permit, you acknowledge that the information submitted is complete and accurate; that the work will be in conformance with the ordinances and codes of the city of Minnetonka and with the Minnesota State Building Codes; that you understand this is not a permit but only an application for a permit and work is not to start without a permit; that the work will be in accordance with the approved plan in the case of all work which requires review and approval of plans.

Separate permits are required for electrical, plumbing, and building work