



ONLINE PERMITS
www.cityofroseville.com/epermits

COMMUNITY DEVELOPMENT DEPARTMENT • PHONE: 651-792-7080
2660 CIVIC CENTER DR. • ROSEVILLE, MN 55113

RESIDENTIAL MECHANICAL PERMIT APPLICATION

APPLICATION DATE: _____

PERMIT NUMBER: _____

WORK PROPOSED:	New	Alteration	Fireplace
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SITE ADDRESS: _____

APPLICANT:	Name: _____	Phone: _____
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Address: _____

OWNER:	Name: _____	Phone: _____
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Address: _____

***Homeowners/occupants performing their own work must also sign and submit a Homeowner Affidavit**

CONTRACTOR:	Name: _____	Phone: _____
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Address: _____

City Contractor License #: CON- _____
 Mechanical Bond #(required): _____

VALUATION (labor & materials): \$ _____
 Homeowners must also include labor

WORK DESCRIPTION:

Acknowledgement and Signature:
 The undersigned hereby makes application to the City of Roseville to perform the work as herein described. The undersigned further states, under penalty of law, that the work will be performed in accordance with the Minnesota State Building Code, this application, and any approved plans and/or specifications. Some or all of the information that you are asked to provide on the application is classified by State law as either private, public, or confidential. The data will constitute a public record if and when the permit is issued.

Print Name: _____ Signature: _____

Contractor Owner Applicant

Phone: _____ Date: _____

E-Mail Address: _____

OFFICE USE ONLY:

Fees (see second page for mechanical fee schedule): Bolded are mandatory fees, along with any applicable				Total Fees:
Permit	\$ _____	Mech. Bond Verification	\$ _____	\$ _____
Processing Fee	\$ _____	Fee \$1.00 (contractors only)		Receipt #:
\$2.00 Minimum or 2% of Permit Fee		Contractor's License	\$ _____	Receipt Date:
State Surcharge	\$ _____	Other: _____	\$ _____	_____

Requests for permit refunds must be made within 180 days of permit issuance date.

MECHANICAL FEE SCHEDULE

RESIDENTIAL PROPERTIES

<u>Warm Air Furnaces:</u>	\$61.00
<u>Air Conditioners:</u>	\$61.00
<u>Unit Heaters:</u>	\$61.00
<u>Swimming Pool Heaters:</u>	\$61.00
<u>Gas Fireplace</u>	\$61.00
<u>In Floor Heat:</u>	\$85.00
<u>Boiler:</u>	\$61.00

New Construction, Miscellaneous, Gas Piping, Alterations or Repairs to Existing Systems:

- 1.28% of estimated job cost
- Plus \$61.00

Mechanical Bond Verification Fee:

**Verification of Current Mechanical State Bond fee - \$1.00
(Contractors Only)**

ALL PERMITS INCLUDE:

STATE SURCHARGE

For permits listed with a set fee - \$1.00

For permits based on job valuation - \$1.00 minimum or by fee table as set by §326B.148

PROCESSING FEE

Processing Fee - \$2.00 minimum or 2% of permit fee