



City of Brooklyn Center  
 Community Development  
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<b>Mechanical Permit          Application</b>  <b>Permit No: _____</b>
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Site Address _____ Date of Application: _____	
Tenant Name & Contact (For Commercial Only) _____	
Applicant is: <input type="checkbox"/> Contractor <input type="checkbox"/> Owner	
<b>Property Owner</b>	Name _____ Address _____ City _____ State _____ Zip Code _____ Phone _____ Email _____
<b>Mechanical Contractor</b> City Issued License Required	Company Name _____ Address _____ City _____ State _____ Zip Code _____ Contact Person _____ Email _____ Company Phone _____ License No. _____
<b>Mechanical Engineer</b> <i>A mechanical engineer must design all commercial installations.</i>	Company Name _____ Address _____ City _____ State _____ Zip Code _____ Contact Person _____ Email _____ Company Phone _____ Registration No. _____

Description of work: _____ _____
Does the work include equipment or areas used for food handling, storage or dispensing? _____
Valuation of Work Performed: <input style="width: 200px; height: 20px;" type="text"/>

*The undersigned acknowledges that this application has been read and that the above information is correct and agrees to comply with all ordinances, laws and applicable codes of the City of Brooklyn Center and the State of Minnesota.*

Applicant Name \_\_\_\_\_ Signature: \_\_\_\_\_  
 (Please Print)

***Permits must be submitted in person, mailed or e-mailed. Permits will not be accepted via fax.***

## City Staff Use Only

<b>Property Use</b>	__ Residential	__ Commercial	
<b>Permit Sub Type</b>	__ Air Conditioning __ Ductwork __ Furnace/Boiler __ Furnace &A/C __ Gas Fireplace	__ Gas Piping __ Refrigeration __ Roof Top Units __ Ventilation __ Undefined	__ Above Ground Tank Install __ Above Ground Tank Removal __ Inground Tank Install __ Inground Tank Removal __ Fuel Tanks
<b>Work Type</b>	__ New __ Addition __ Demolish/Remove	__ Alteration/Remodel __ Repair/Replace __	
<b>Required Inspections</b>	__ Final __ Fuel Piping __ Gas/Air Test	__ Footing __ ORSAT __ Partial __ Progress Check	__ Roughin Ductwork __ Roughin Mechanical __ Roof Top Unit Screening __ System Balance Report

**Permit Fee** (Based on 2% Valuation of Work):

<b>1.</b>	<b><u>Valuation</u></b>	
	<b>Up to \$500 (Minimum Fee \$75)</b>	<b><u>\$75.00</u></b>
	<b>\$501 to \$50,000 (\$75 plus 2% of Value Over \$500)</b>	_____
	<b>Over \$50,000 (\$1,012.50 plus 1% of Value Over \$50,000)</b>	_____
<b>2.</b>	<b>New Gas Pipe Fitting</b>	
	1 to 3 fixtures (2" pipe or less)	\$5.75 each _____
	Additional openings (2" or less)	\$2.50 each _____
	1 to 3 fixtures (Over 2" pipe)	\$15.00 each _____
	Additional openings (Over 2")	\$3.25 each _____
	Residential A/C Installation	\$75 _____
	Residential A/C & Furnace Installation	\$125 _____
	Residential Boiler/Fireplace up to 4 units	\$75 _____
	Residential Furnace Installation	\$100 _____
	Residential Gas Stove/Dryer up to 4 units	\$75 _____
<b>3.</b>	<b>Mechanical Plan Review 65% Base Permit Fee</b>	
	<i>(Only when submitted <b>without</b> a building permit)</i>	_____
	<b>Permit Subtotal</b> (Permit valuation x .0005)	_____
<b>4.</b>	<b>State Surcharge</b>	_____
<b>TOTAL PERMIT FEE</b>		<b>\$ _____</b>

Special Conditions/Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>Required Approvals:</b>	<b>Signature</b>	<b>Date</b>
Building Official/Inspector		
Engineering/Public Works		
Entered By		