



**Development Review  
Customer Service Center**  
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*Office Use Only*

Routing# \_\_\_\_\_ T# \_\_\_\_\_

Amount\$ \_\_\_\_\_ Permit# \_\_\_\_\_

Development Coordinator \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPLICATION for  
HVAC WORK in EXISTING 1 & 2 FAMILY DWELLINGS**

JOB ADDRESS (PLEASE INCLUDE BLDG. #, STREET NAME & DIRECTION & BLDG. NAME IF KNOWN)

OWNER / OCCUPANT AND PHONE NUMBER

<b>Number of Systems</b>	<b>LEVEL 1</b> <b>INCLUDES MISCELLANEOUS HVAC WORK (NO BURNERS)</b> <b>PERMIT FEE IS \$80.90 PER SYSTEM PLUS \$5.00 STATE SURCHARGE</b>
	RADIATION PIPING FOR SPACE HEATING
	SUPPLIES AND RETURNS 4 OPENINGS OR LESS (GREATER THAN 4 OPENINGS GO TO LEVEL 3)
	FRESH AIR INTAKE, AIR CLEANER, HUMIDIFIER, VENTING, FANS, GAS PIPING (HEATING SYSTEMS ONLY), RADON MITIGATION, AND OTHER ACCESSORIES
	AIR CONDITIONER ADD-ON OR REPLACEMENT
	SOLID FUEL HEATING DEVICES (WOOD, PELLETS, ETC.)

<b>Number of Systems</b>	<b>LEVEL 2</b> <b>INCLUDES ANY LEVEL 1 WORK AND REPLACEMENT OF BOILER/FURNACE</b> <b>PERMIT FEE IS \$127.30 PER SYSTEM PLUS \$5.00 STATE SURCHARGE</b>
	REPLACE BOILER PLUS INCIDENTAL PIPING
	REPLACE FURNACE ONLY WITH OR WITHOUT A/C – PLENUM INCLUDED (NO DUCT WORK BEYOND PLENUM)
	ADD OR REPLACE SPACE HEATING UNIT

<b>Number of Systems</b>	<b>LEVEL 3</b> <b>INCLUDES ANY LEVEL 1 OR 2 WORK AND ENTIRE SYSTEM REPLACEMENT</b> <b>PERMIT FEE IS \$208.20 PER SYSTEM PLUS \$5.00 STATE SURCHARGE</b>
	REMOVE EXISTING SYSTEM AND INSTALL NEW (BOILER OR FORCED AIR SYSTEM)
	INSTALL A NEW SYSTEM TO SERVE AN EXISTING NON-CONDITIONED SPACE OR ADDITION

**DESCRIPTION OF WORK:** LIST TYPE AND CAPACITY OF EACH PIECE OF EQUIPMENT BEING INSTALLED. IDENTIFY LOCATION(S) IN BUILDING INCLUDING FLOOR NUMBER(S). USE BACK OF APPLICATION FOR ADDITIONAL SPACE OR ATTACH SEPARATE PAGE.

I hereby certify that all information provided in this application form and any other information provided by me in support of this application is true and accurate to the best of my knowledge. I certify that I will comply with all applicable State and local laws and regulations in performing the work for which this permit is issued, and that I possess all contractor and personal licenses and certificates of competency, if any, that are required for lawful performance of the work described in this permit. I understand that the issuance of this permit does not imply or authorize the granting of any such license or certificate of competency, nor the issuance of any business or professional license. Homeowners shall not hire unlicensed persons to perform work under any building, electrical, mechanical or plumbing permit.

<b>SIGNATURE:</b>	<b>DATE:</b>
COMPANY NAME:	CONTRACTOR LICENSE #:
COMPANY ADDRESS:	CONTACT PERSON:
CITY: STATE: ZIP CODE:	CONTACT PHONE #:
EMAIL:	

**HOMEOWNER APPLICANTS ONLY:** Homeowners requesting the license exemption in MCO 89.30 for a (mechanical or plumbing) permit are required to reside in the dwelling for which the permit is issued. All gas piping and gas venting for heating appliances must be done by a licensed gas installer and requires a separate permit before this permit is issued. Any in-floor heating installations must be approved by the Mechanical Reviewer. Homeowners shall not hire unlicensed persons to perform work under a (mechanical or plumbing) permit.

**SIGNATURE:**

MAKE CHECKS PAYABLE TO: **MINNEAPOLIS FINANCE DEPARTMENT**, OR CHARGE TO

ALL MAJOR CREDIT CARDS ACCEPTED	ACCOUNT#	EXP DATE: Mo ____ Yr ____
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