APPLICATION FOR
COMMERCIAL
MECHANICAL PERMIT
City of Sauk Rapids

(320) 258-5300 Fax: (320) 258-5359

Permit Number _____
Date Issued _____
Permit Fee $_____

State Surcharge $

Penalty Fee $_____
Additional Inspection $_____
Total Fee $_____
Amount Verified _____

- One Rough-In Inspection
- One Final Inspection

Make check payable to:
City of Rapids

Owner _____

Phone _____

Site Address _____

Type of Construction: **New** **Remodel**

New Equipment _____

Replacement _____

Change of Fuel: **Yes** **No**

Meter Pressure _____
Inches **Lbs.**

Type of Fuel:
LP _____
Natural Gas_____
Oil _____
Other _____

Piping to be Installed:
Size _____
Length _____
Type _____
Total BTU_____

Type of Flue:
Class A or Masonry ___
Type B _____
Type L _____
Plastic _____
Other _____

Venting:
Natural _____
FD _____
ID _____
Size of Flue_____
Combustion
Air Size _____

Venting Equipment:
Hood _____
Exhaust Fan_____
Air-to-Air Exchanger____
Other _____

Com Check Submitted: Yes_____No_____

Air Conditioning Equipment:
Type_____
Size_____

Air Handling Equipment:
CFM _____
BTu/h _____
Other _____

Refrigeration Equipment: _____

Max input rating of equipment _____ Output of equipment _____

Non-hazardous process piping:
Outets _____

Hazardous process piping:
Outlets _____

Additional Information _____

_____

Mechanical Contractor _____

The undersigned hereby makes application for a permit for the work herein specified, agreeing to do all such work in strict accordance with all applicable codes and ordinances, and hereby declares that all the facts and representations stated in this application are true and correct.

Signed (Contractor) _____

Approved by _____

APPLICATION FOR
RESIDENTIAL
MECHANICAL PERMIT
City of Sauk Rapids

(320) 258-5300 Fax (320) 258-5359

Receipt Number	_____
Date Issued	_____
Permit Fee	$_____
State Surcharge	$_____
Penalty Fee	$_____
Additional Inspections	$_____
Total Fee	$_____
Amount Verified	$_____

- One Rough-in Inspection
- One Final Inspection

Make check payable to:
City of Sauk Rapids

Owner _____

Phone _____

Site Address _____

Type of Construction: New Remodel

Installed under the following Code: Category 1 _____
Chapter 7672 _____
NA _____

If installed under Chapter 7672, this house is a path: _____
0123 Performance

	Quantity	Brand/Model #BTU	Gas Pressure	Length of Pipe	Type of Pipe
Gas Pipe Only	_____	_____	High Low	_____	_____
Water Heater (specify installation or gas piping)	_____	_____	High Low	_____	_____
Furnace	_____	_____	High Low	_____	_____
Boiler	_____	_____	High Low	_____	_____
Range	_____	_____	High Low	_____	_____
Fireplace	_____	_____	High Low	_____	_____
Unit Heater	_____	_____	High Low	_____	_____
Dryer	_____	_____	High Low	_____	_____
Space Heater	_____	_____	High Low	_____	_____
Infra Red	_____	_____	High Low	_____	_____
Future Opening	_____	_____	High Low	_____	_____
Wall Heater	_____	_____	High Low	_____	_____
Other	_____	_____	_____	_____	_____

Heat Recovery Ventilation: _____ CFM _____

Additional Information: _____

Mechanical Contractor: _____ Phone _____

The undersigned hereby makes application for a permit for the work herein specified, agreeing to do all such work in strict accordance with all applicable codes and ordinances, and hereby declares that all the facts and representations stated in this application are true and correct.

Approval of this permit does not void the requirements of other Federal, State or Local Codes or Ordinances.

Signed (Contractor) _____

Approved by (Inspector) _____

APPENDIX D

GAS OR MECHANICAL INSTALLATION PERMIT FEES

Subd. 1. FEE REQUIRED. Before issuing any permits for the construction, installation or alteration of any heating or ventilating, a fee is to be paid by the applicant per this schedule.

Subd. 2. RESIDENTIAL GAS OR MECHANICAL PERMITS

1. For installation of any warm air furnace or boiler in a residential structure & mini splits:

First Unit (12/2025)	$60.00
Replacements (12/2025)	$50.00
Additional Furnace	$30.00

2. For installation of any other fuel burning appliance in a residential structure (e.g. gas fireplace, dryer, range, water heater, unit heater, tankless water heaters, includes gas piping, etc.):

First Unit (or first appliance after a furnace)(12/2025)	$50.00
Replacements & Additional Opening	$30.00
Water Heaters (see plumbing Fee Schedule)	$35.00

3. Gas pipe installation only:

First Opening (12/2025)	$35.00
Each Additional	$30.00

4. Ductwork only as part of a remodel or addition $35.00

5. Air to air heat exchanger or full house ventilating fan, A/C, heat recovery ventilator, bath fans, heat pump (12/2025) $35.00
   Each additional unit after one $30.00

Subd. 3. COMMERCIAL GAS OR MECHANICAL.
Mechanical 2% x value, Minimum Permit Fee $ 55.00

Subd. 6. OTHER INSPECTIONS AND FEES.

1. The State surcharge will be the actual surcharge cost added to each permit.
2. Inspections outside of normal business hours:
   Per Inspection $ 80.00

3. Inspection fee for additional inspections in excess of one rough-in and one final:
   Per Inspection (12/2025) $ 50.00

4. Inspections for which no fee is specifically indicated:
   Per Inspection (12/2025) $ 50.00

5. Penalty Fee (working without a permit) shall be equal to total Permit Fee less Surcharge

Subd. 7. BOARD OF APPEALS.

A Board of Appeals is hereby created per Section 204 of the Uniform Building Code.