SHAKOPEE

Date: _____ Permit #: _____

Mechanical Permit Application

SITE ADDRESS: _____

Tenant/Building Name: _____

Applicant Information

Owner _____ Contractor _____

CONTRACTOR

Company: _____ Phone: _____

Mechanical Bond License #: _____ Expiration Date: _____

Contact Person (print): _____ Phone: _____

Address: _____ Email: _____

City: _____ State: _____ Zip code: _____

PROPERTY OWNER

Name/Company: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip code: _____

Mechanical Permit Type

☐ Residential ☐ Commercial/Industrial Job Cost: $ _____

Work Type

Include quantity, if applicable.

☐ New	☐ Air ___	☐ Refrigeration ___
☐ Replace	☐ Ventilation ___	☐ Exhaust ___
☐ Remodel	☐ Gas Piping	☐ Power Plant
☐ Fireplace ___	☐ Garage Heater ___	☐ Hot Water Boiler ___
☐ Heating ___	☐ Duct Work	☐ In-floor Heat

Fuel

☐ Natural Gas	☐ Hot Water	☐ Solar
☐ Wood	☐ Fuel Oil	☐ Steam
☐ Electric	☐ Propane	

NOTICE: If conditions present do not meet current code per the International Mechanical Code and the state amendments, e.g., gas shut-off gate valves, combustion air or irregular venting, you are required to properly correct these conditions.

System Description

Furnace Type: _____ Quantity: _____

A.C. Type: _____ RTU: _____

Gas Piping Type: _____ Chiller: _____

Size: _____ Boiler: _____

Material: _____

Please state design sheet #/Date: _____

Notes to Applicant

- This permit shall be null and void if authorized work is not started within 180 days or if work is suspended/abandoned for 180 days or more after work has started.
- Comply with City Code 111.02 prohibitions and limitations of construction on City or Shakopee Public Utilities easements.
- Permit review normally requires 10 working days from receipt of the **COMPLETE** application **AND** required information. You will be contacted with the building permit fee once completed. Upon receipt of the payment, the permit will be issued.
- Permit and Plan Review Fees are based on City Code 111.04.
- ***PLEASE ARRANGE FOR INSPECTIONS 24 HRS IN ADVANCE***

The undersigned hereby represents upon all of the penalties of the law, for the purpose of including the City of Shakopee to take the action herein requested, that all statements are true, and that all work herein will be done in accordance with the ordinances of the City of Shakopee and the State of Minnesota.

_____ _____

Applicant's Signature Date

Submittal Checklist

___ Completed Application
___ Copy of State of Minnesota Proof of Bond

CITY OF SHAKOPEE USE – PERMIT APPROVED BY:

_____

Building Department Date

Notes: