



City of Bayport
 294 North Third Street
 Bayport, Minnesota 55003
 www.ci.bayport.mn.us
 City: 651-275-4404 Fax: 651-275-4411
 MNSPECT: 952-442-7520 Fax: 952-442-7521

COMMERCIAL MECHANICAL

Licensing Requirements
All mechanical contractors must be city licensed annually.
Permit Number: MC _____

Applicant: Contractor Business Owner/Agent

Job Address _____ Owner's Phone _____
 Owner's Name _____ Business Name _____
 Owner's Address _____ City/State/Zip _____
 Mechanical Contractor _____ Phone _____
 Address _____ City/State/Zip _____
 Email address _____
 State Bond No. _____ Gas Fitters License No. _____

CHECK TYPE OF WORK: New Construction Addition Alteration Replacement

ESTIMATED VALUATION OF WORK: \$ _____

#		#		#		#		#	
	Furnace		Air Cond		In Floor Heat		Air Exchange		Fireplace
	Boiler		Wall Heater		Rooftop Unit		Unit Heater		Range Hood
									Exhaust Fan
									Make-Up Air

Equipment Efficiency

System Tag(s)	Mfg. & Model No.	Equipment Type	Heating			Cooling			
			Rated Capacity	Rated Efficiency	Minimum Efficiency	Rated Capacity	Rated Efficiency	Minimum Efficiency	Econ. Min. Efficiency

Signature of this application by the legal property owner or a licensed contractor, as the owner's representative is required and authorizes the Municipality Zoning Administrator or designee and the Municipality Building Official or designee to enter upon the property to perform needed inspections. Entry may be without prior notice. I hereby acknowledge that I have read this application and state that all information is true and correct to the best of my knowledge. I further agree that all work performed will be in accordance with approved plans, specifications and conditions, and to abide by all of the ordinances of the Municipality and the Laws of the State of Minnesota regarding actions taken pursuant to this permit, I agree to pay all plan review fees even if I choose not to proceed with the work. I certify that this plumbing system was designed in accordance with the Code (as amended) to the best of my abilities, and I agree to forward the report and plans to the installer of the system.

Signature of Applicant _____ Date _____

Printed Name _____ Signature of Owner or Owner's Representative

-----**Office Use Only Below**-----

Approved Valuation: _____ Date: _____

Mechanical Approval By: _____ Printed Approval By: _____

Permit Fee.....\$ _____
 Plan Review Fee.....\$ _____
 State Surcharge.....\$ _____
 Other Fee.....\$ _____
TOTAL DUE: \$ _____

Date Paid: _____ <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____
Special Conditions: _____

Heating, Air Conditioning & Ventilation

Required Permit Submittals – please call the Building Inspection Department if you have any questions regarding the submittal documents 952-442-7520:

MECHANICAL PERMIT

- Completed permit application including:
 - Date
 - Site Address
 - Owner
 - Owner Address
 - Telephone Number
 - Contractor Information (if applicable)
 - Description of work being performed
 - Valuation of work being performed
 - Signature of applicant
 - Copy of signed contract (with price)
- 2 (two) sets of Signed Mechanical Plans including legend or symbol description
- 2 (two) sets of gas piping plans: Include layout, lengths, pipe sizing, valve locations, regulator locations, each unit BTU, material type, operating pressure, pressure drop.
- Calculations: Provide heat loss/gain and indoor air quality ventilation calculations.
- Appliance Specification Sheets

Fees Required: The Building Code Department, before issuing any permit for the construction, installation, alteration, or repair of any furnace, boiler, heating or power plant or system, or any device or equipment connected therewith, or for any other device connected to, or to be connected with, any chimney or stack, or for the construction, installation, alteration, addition or repair of any cooling piping and equipment, or of any air conditioning system or ventilation system, or sheet metal duct work or equipment therewith, or of any refrigeration plant or equipment, shall require the payment by the applicant for such permit fee, code review fee, and state surcharge.