City of Rochester
Building Safety Department
2122 Campus Drive SE Suite 300
Rochester, MN 55904
Phone: 507-328-2600 Fax: 507-328-2601
Office Hours: Monday – Friday 8 am – 5 pm
buildingsafety@rochestermn.gov
www.rochestermn.gov/BuildingSafety
https://aca.rochestermn.gov/CitizenAccess/

FACTORY-BUILT FIREPLACE/STOVE Permit Application

Office Use Only (06/19)

App. No._____

Date _____ Building Permit Application No. _____
(If this work is associated with a building permit)

Work Site Address _____
Number Street Suite/Unit No.

Permit Type ☐ Residential ☐ Commercial ☐ Multi-Family

Property Owner
Name _____ Phone _____-_____-_____
Last First MI
Address _____ Email _____
City_____ State _____ Zip Code _____

Fireplace Installer
Company _____ Installer Contr. # _____
Phone _____-_____-_____ E-mail _____
Name _____
Last First MI

Equipment Provided

Quantity	Make	Model No.	Fuel Type

Gas Piping Installer
Company _____ Installer Contr. # _____
Phone _____-_____-_____ E-mail _____
Name _____
Last First MI

Valuation of Work
Total Valuation of Work $_____ (Materials and Labor)

Permit Fees
1. Application Fee $ 25.00
2. Permit Fee* _____
3. State Surcharge _____
(.0005 X valuation)

Total Fees _____
Total of #1, 2 and 3 above

***Permit Fee Schedule:**

Valuation	Permit Fee
$1 to $500	none
$501 to $1,000	$10.00
$1,001 and up	$10.00 per $1,000 or fraction thereof

Method of Payment:
☐ Check ☐ Credit Card*
☐ Cash ☐ Trust Account
* to PCI compliance, we cannot accept credit card payments over the phone

Applicant's Signature
I certify that the information above is complete and accurate. The work will be in conformance with applicable laws of the State of Minnesota and Rochester Code of Ordinances Chapter 10-2, Sections 10-2-6 –10-2-9. I understand this is not a permit but only an application for a permit, and work is not to start without a permit.
I further certify that I am properly registered and/or licensed as required by the State of Minnesota and/or the City of Rochester. (RCO Chapters 4-3, 4-4)

_____ Date _____

Applicant is: ☐ Owner ☐ Fireplace Installer ☐ Other (describe) _____

Schedule inspections, pay fees, view permit records and other public information at: www.rochestermn.gov/CitizenAccess