CITY OF ROCHESTER
BUILDING SAFETY DEPARTMENT
PLAN REVIEW & PERMIT SERVICES DIVISION
4001 West River Parkway NW Ste. 100 Rochester, MN 55901
Phone: 507-328-2600
Office Hours: Monday – Friday 8 am – 5 pm
buildingsafety@rochestermn.gov
www.rochestermn.gov/BuildingSafety

FACTORY-BUILT FIREPLACE/STOVE Permit Application

Office Use Only (01/20)

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
*due 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