



MECHANICAL PERMIT APPLICATION

20225 Cottagewood Road
Deephaven MN 55331
(952) 474-4755

Permit # _____
Receipt# _____
Date: _____

Site Address:			Estimated Value \$
Type of Property:	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial		
Applicant is:	<input type="checkbox"/> Owner <input type="checkbox"/> Contractor		
Property Owner			
Name:			Email:
Street Address:			Phone:
Contractor Information			
Company Name:			Office Phone:
Street Address:			
City, State, Zip			
Contact Person:			License#:
	Email:		Cell Phone:
Type and Detailed Description of Work			
Check Type of System: <input type="checkbox"/> Furnace <input type="checkbox"/> Refrigeration <input type="checkbox"/> Venting Exhaust <input type="checkbox"/> Alter/Repair			
<input type="checkbox"/> Fireplace <input type="checkbox"/> Air Conditioning <input type="checkbox"/> Gas Piping <input type="checkbox"/> Boiler <input type="checkbox"/> Misc.			
Make			
Model			
Size			
Fuel			
Flue Diameter			
Input [BTU/EDR]			
CFM			
Detail:			
The undersigned agrees to do all work in conformance with City Ordinances and herewith declares that all facts and representations on this application are true and correct			
Applicant Signature:		Date:	

NOTE* PER BLDG CODE SEC R315.3 – CARBON MONOXIDE DECTECTORS MUST BE PLACED WITHIN 10 FEET OF ALL BEDROOMS.

(OFFICE USE ONLY)	
Permit Fee:	_____
Plan Review Fee:	_____
Administrative Fee:	_____ 20.00
Surcharge Fee:	_____
Total Fee:	_____

Submit applications via mail to info@cityofdeephaven.org or in person.
Payment can be cash, check, or credit card (with an additional 3.25% convenience fee).
For questions, call (952) 474-4755.

Building Inspector (Metro West): 763-479-1720

Updated 2026

MECHANICAL PERMIT FEES are based on the valuation of the work being proposed. Valuation is defined as the sum of all materials, equipment and labor cost to complete the project. When materials, labor, or installation will be furnished by another party, the reasonable market value of those items must be included in the valuation. Valuation provided is subject to the review of the Planning Department.

TOTAL VALUATION	FEE
\$1-\$1,300	\$50
\$1,301 - \$5,000	\$50 for the first \$1,300 plus \$3.02 for each additional \$100, or fraction thereof, up to and including \$1,300
\$5,001 - \$10,000	\$162 for the first \$5,000 plus \$2.70 for each additional \$100, or fraction thereof, up to and including \$5,000
\$10,001 - \$25,000	\$297 for the first \$10,000 plus \$2.35 for each additional \$100, or fraction thereof, up to and including \$25,000
\$25,001 - \$50,000	\$651 for the first \$25,000 plus \$2.14 for each additional \$100, or fraction thereof, up to and including \$50,000
\$50,001 and over	\$1,186 for the first \$50,000 plus \$1.80 for each additional \$100, or fraction thereof

OTHER FEES

- Plan Review Fee: For projects over \$30,000, 25% of the mechanical permit fee.
- Plus \$20.00 Administrative Fee
- State of Minnesota Surcharge: The fee, which is paid to the State and required by state statute is 0.0005 of the valuation of the permit with a minimum of \$1.00.