

# EUREKA TOWNSHIP

## MECHANICAL PERMIT

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### APPLICATION INSTRUCTIONS

Under Minnesota State Building Code, "An owner or authorized agent who intends to ...erect, install, enlarge, alter, repair, remove, convert or replace any gas, mechanical, electrical, plumbing system or other equipment, the installation of which is regulated by the code; or cause any such work to be done, shall first make application to the building official and obtain the required permit."

- If equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted to the building official on the next business day.
- Permits are not required for:
  - Portable heating, cooking, ventilation, cooling, evaporation coolers or clothes drying appliances.
  - Replacement of any minor part that does not alter approval of equipment or make the equipment unsafe.
  - Self-contained refrigeration systems containing 10 pounds (4.5 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (0.75 kw) or less.
  - Application or notice to the building inspector is not required for ordinary repairs to structures as defined by Minnesota State Building Code.

#### **General Requirements:**

- Submit completed Mechanical Permit form.
- Application fee as set forth in Eureka Township Ordinance 7.
- Proof of ownership: Parcel ID will be verified by the Town Clerk; conflicts must be resolved with a proper deed.
- Receive Permit Card from the Town Clerk.
  - Must be posted prior to the start of any work.
  - Must be visible from the street or driveway.
  - Must be accessible to the building inspector.
- Schedule required final inspection with the building inspector.
  - Must provide the manufacturer's installation and specification manual at time of inspection.

**Note:** The Inspector may issue an order to remove materials to prove compliance with the Minnesota State Building Code and manufacturer's installation requirements.

If a re-inspection is required to verify compliance with the code, a re-inspection fee will apply and the permit holders or their representative must meet the inspector at the site to provide access.

- All materials and the installation of all materials must comply with the Minnesota State Plumbing Code and the manufacturer's installation specifications for each period.

## 1. GEOTHERMAL HEATING / COOLING

- Must provide pressure test:
  - Ground loop must be pressure tested with water at 100 psi prior to covering.
  - Test duration shall not be less than 30 minutes.
- Must provide flow and pressure loss test:
  - Test results shall be compared to the calculated design values of the system.
  - The test result value and the design value cannot differ by more than 10 percent.

## 2. GAS LINE

- A gas line air test is required on all newly installed gas lines.  
Test pressure shall be no less than 1 ½ times the proposed maximum working pressure, but not less than 25 psi irrespective of design pressure.  
Test pressure shall be within the middle 50 percent of the test gauge pressure range.  
Test duration shall not be less than 10 minutes.
- A gas line/fitting leak test is required after the installation has been completed.  
Test shall be by means of an approved combustible gas detector, a noncorrosive leak detection fluid, or an equivalent nonflammable solution.